

H.F.A.

SIR GEORGE WILLIAMS COLLEGE



ANNOUNCEMENT

DAY AND EVENING DIVISIONS

1941-1942

FACULTY OF ARTS, SCIENCE AND COMMERCE

Sir George Williams College

OF THE

YOUNG MEN'S CHRISTIAN ASSOCIATION OF MONTREAL

(Incorporated 1888)

FACULTY OF

ARTS, SCIENCE and COMMERCE

ACADEMIC YEAR 1941-42

INDEX

The alphabetical index at the back of this announcement will aid you in finding quickly the information in which you are particularly interested.

1441 Drummond Street, Montreal, Canada

HISTORICAL STATEMENT

In 1873, the formal educational work of the Montreal Young Men's Christian Association found its inception in the organization of vocational and general educational classes which later developed into the system of units known as the Y.M.C.A. Schools. ● In 1920, the Evening High School was inaugurated, and in 1926 the name Sir George Williams College was adopted to designate, from that time forward, the expanding formal educational programme of the Young Men's Christian Association in Montreal. (Sir George Williams was the founder of the Y.M.C.A. in London, June 6, 1844.) In 1926 also, the College was made co-educational. ● In 1928 the Association held a building campaign for \$1,500,000, part of which sum was to provide enlarged facilities for the work of the College. ● In 1929, the College programme was extended to include First Year of Arts, Science, Commerce and Engineering. ● In 1930 the College entered into occupation of an enlarged plant and equipment, including thirty classrooms, science laboratories, lecture rooms, assembly hall and library. ● In 1931, the Junior College of Arts, Science and Commerce was organized, offering two full years of College work leading to the Diploma of Associate. ● In 1932, day courses were inaugurated in the Junior College, providing Pre-Professional and Associate programmes of study. ● In 1934, the expansion of the Junior College into the Faculty of Arts, Science and Commerce was announced.

TABLE OF CONTENTS

	Page
Historical Statement.....	2
Calendar.....	4
Board of Governors.....	5
Officers of Administration.....	5
Officers of Instruction.....	6
General Statement.....	10
Degrees, Diplomas and Certificates.....	10
The Aims of the College.....	11
Student Guidance.....	12
Student Health Programme.....	12
Evening Division.....	13
Length of Courses.....	13
Extra-curricular Activities.....	13
Facilities of the College.....	14
Admission.....	16
High School of the College.....	17
Advanced Standing.....	18
Scholarships and Prizes.....	20
Registration.....	22
College Office.....	22
Fees.....	23
Curricula in Arts, Science and Commerce.....	26
Special Programmes of Study.....	29
Selection of Courses.....	31
Outlines of Subjects:	
Natural Sciences Division.....	35
Humanities Division.....	43
Social Sciences Division (and Commerce)....	53
Index.....	65

CALENDAR

Academic Year 1941-42

1941

TUESDAY, SEPTEMBER 2.	Last day for receiving applications to write Supplemental Examinations.
WEDNESDAY, SEPTEMBER 10.	Supplemental Examinations begin.
WEDNESDAY, OCTOBER 1.	Classes begin in Faculty of Arts, Science and Commerce, day and evening divisions.
SATURDAY, OCTOBER 11.	Founder's Day (birthday of Sir George Williams, 1821).
MONDAY, OCTOBER 13.	Thanksgiving Day (Holiday).
TUESDAY, NOVEMBER 11.	Remembrance Day.
THURSDAY, DECEMBER 18.	Last day of classes in Evening Division before Christmas vacation.
SATURDAY, DECEMBER 20.	Last day of classes in Day Division before Christmas vacation.

1942

FRIDAY, JANUARY 2.	Classes in Evening Division re-open after Christmas vacation.
MONDAY, JANUARY 5.	Classes in Day Division re-open after Christmas vacation.
MONDAY, JANUARY 19.	First-term examinations begin in Day Division.
MONDAY, JANUARY 26.	Second term begins in Day Division.
MONDAY, JANUARY 26.	First-term examinations begin in Evening Division.
MONDAY, FEBRUARY 2.	Second term begins in Evening Division.
FRIDAY, APRIL 3.	Good Friday (Holiday).
SATURDAY, APRIL 4.	Holiday.
MONDAY, APRIL 6.	Easter Monday (Holiday).
SATURDAY, APRIL 25.	Last day of classes in Day Division.
WEDNESDAY, APRIL 29.	Final examinations begin in Day Division.
MONDAY, MAY 11.	Final examinations begin in Evening Division.
MONDAY, MAY 25.	Celebration of Empire Day (Holiday).
TUESDAY, JUNE 2.	Graduation.

BOARD OF GOVERNORS

George Hodge, Esq., Chairman

D. A. Bates, M.A.	L. C. Haskell, B.A., F.C.I.S.
J. W. Beaton, Esq.	T. R. Haugland, B.Sc. (Com.)
G. W. Birks, O.B.E.	R. A. C. Henry, B.A., B.Sc.
J. W. Brunt, M.A.	Rev. T. W. Jones, B.A., D.D.
Harry Burton, Esq.	G. W. Mackimmie, Esq.
Roy L. Campbell, B.A., B.Sc.F., F.C.I.S.	D. P. Mowry, D.D.S.
W. E. Clarke, Esq.	K. E. Norris, M.A., Ph.D.
Howard Dawson, B.A., M.D.	B. W. Roberts, Esq.
J. Alex. Edmison, B.A.	C. W. Taylor, B.Sc.
H. W. Fairlie, B.Sc.	L. C. Tombs, M.A., D.Sc.P.
John B. Frosst, Ph.G.	E. E. Wallace, Esq.

OFFICERS OF ADMINISTRATION

Kenneth Everette Norris, M.A., Ph.D.
*Principal of the College*Henry Foss Hall, B.A., L.R.E.
*Dean of the Faculty*Edward Fletcher Sheffield, M.A.
*Registrar and Bursar**Assistant Registrar*Henry George Worrell, B.A.
Assistant Bursar

OFFICERS OF INSTRUCTION

Members of the Faculty Council

John Stanley Allen, M.A. (U.B.C.), Ph.D. (McGill),
Senior Professor in the Natural Sciences Division

Robert Nelson Elliot,
Lecturer in the Social Sciences Division

Henry Foss Hall, B.A. (Eastern), L.R.E. (M.D.T.C.),
Dean of the Faculty and Professor in the Natural Sciences Division

Kenneth Everette Norris, M.A., Ph.D. (McGill),
Principal of the College and Acting Senior Professor in the Social Sciences Division

Edward Fletcher Sheffield, M.A. (McGill),
Registrar and Bursar of the College

Claude Willett Thompson, M.A. (Oxon.),
Senior Professor in the Humanities Division

Other Officers of Instruction

Mildred Mary Adam, P.C.T.,
Instructor in the Social Sciences Division

James Russell Adams, M.Sc., Ph.D. (McGill),
Assistant Professor in the Natural Sciences Division

Thelma Sanford Allen, A.T.C.M.,
Lecturer in the Humanities Division

Francis Lionel Parker Anderson, B.A. (S.G.W.C.),
Lecturer in the Social Sciences Division (On leave of absence)

Theodore Lloyd Avison, B.Comm. (Toronto),
Lecturer in the Social Sciences Division

James William Beveridge,
Lecturer in the Social Sciences Division (On leave of absence)

James Winfred Bridges, B.A. (McGill), M.A., Ph.D. (Harvard),
Assistant Professor in the Social Sciences Division

Lovell Caverhill Carroll, M.A. (McGill), LL.L. (U. of M.),
Lecturer in the Social Sciences Division

William Henry Chodat,
Lecturer in the Humanities Division

Douglass Burns Clarke, B.A. (S.G.W.C.), Graduate, Hart House
School of the Theatre,
*Assistant Professor in the Humanities Division and Director of
the Playmakers' Workshop.*

Gladys Marguerite Coke, B.A. (Manitoba),
Lecturer in the Natural Sciences Division

Walter Elliott Duffett, B.Comm. (Toronto), M.Sc. (Econ.)
(London),
Lecturer in the Social Sciences Division

Ana Grace Denton, B.A. (McGill),
Lecturer in the Humanities Division

Alan Robert Ralph Finlayson, B.Sc. (S.G.W.C.),
Lecturer in the Natural Sciences Division

Rolf Hans Fritz Flore, (Munster),
Lecturer in the Humanities Division

William Maxwell Ford, B.A., B.C.L. (McGill),
Lecturer in the Social Sciences Division

John Capill Gilmer, C.A.,
Lecturer in the Social Sciences Division

William Francis Goedecke, Graduate, Philadelphia Textile School,
Instructor in the Humanities Division

Gordon Hamilton Guest, M.A. (Saskatchewan), Ph.D. (McGill),
Lecturer in the Natural Sciences Division

Robina Elizabeth Henry, B.A. (Trinity),
Lecturer in the Humanities Division

William Lindsay Hutchison,
Instructor in the Natural Sciences Division

Walter Leonard Kelsey, B.Sc. (Com.) (S.G.W.C.),
Lecturer in the Social Sciences Division

Ralph Dale Linton, B.Com. (McGill), C.A., A.C.I.S.,
Lecturer in the Social Sciences Division

John Gaudaire Mackinnon,
Lecturer in the Humanities Division

James McCorkindale, Graduate, Glasgow School of Art,
Lecturer in the Humanities Division

George Stuart Mooney,
Lecturer in the Social Sciences Division

- Nelson Whitman Morton, M.A., Ph.D. (McGill),
Lecturer in the Social Sciences Division
- John Scott Nixon, B.A. (McGill),
Lecturer in the Social Sciences Division
- Faivel Panther, B.Eng., Ph.D. (McGill),
Lecturer in the Natural Sciences Division
- Inez Muriel Pearce, B.Sc. (Com.) (S.G.W.C.),
Lecturer in the Humanities Division
- John Pitts, M.A., Ph.D. (London),
Lecturer in the Humanities Division
- Philip Thomas Renouf Pugsley, C.A.,
Lecturer in the Humanities Division
- John Percy Redston,
Lecturer in the Natural Sciences Division
- Howard Crispin Reid, B.A. (McGill), M.S. (Trans.) (Yale),
Lecturer in the Social Sciences Division
- Clifford Goheen Robertson, Ph.B., M.A. (Chicago),
Assistant Professor in the Social Sciences Division
- Archibald Stewart Ross, B.A. (Western Ontario), A.M. (Oberlin),
Ph.D. (McGill),
Lecturer in the Natural Sciences Division
- Fernand Emile Norbert Rossaert,
Lecturer in the Natural Sciences Division
- Gordon Oliver Rothney, B.A. (Bishop's), M.A., Ph.D. (London),
Lecturer in the Social Sciences Division
- Frederick Arthur Rutherford, C.A.,
Lecturer in the Social Sciences Division
- Amos Saunders, B.A. (Wales), F.R.Econ.S.,
Associate Professor in the Social Sciences Division
- Sybil Mary Scoggan, M.Sc. (McGill),
Lecturer in the Natural Sciences Division
- Greta I. Smith,
Instructor in the Social Sciences Division
- Maurice Raymond Smith, M.A. (Edin.),
Associate Professor in the Natural Sciences Division

- Baxter Garfield Spracklin, B.A., B.Sc. (Acadia),
Assistant Professor in the Natural Sciences Division
- Merton Stafford Threlfall,
Lecturer in the Social Sciences Division
- Allison Dewar Turnbull, B.Sc. (Mt. A.), M.E. (N.S.T.C.),
A.M.E.I.C.,
Lecturer in the Natural Sciences Division
- Harry Gilbert Tuttle, M.A. (McGill), B.D.,
Lecturer in the Social Sciences Division
- Leonard Unsworth, B.Sc. (Liverpool),
Assistant Professor in the Natural Sciences Division
- Paul Villard, M.A., D.D., M.D., Chevalier de la Légion d'Honneur,
Associate Professor in the Humanities Division
- Philip Fischel Vineberg, M.A., B.C.L. (McGill),
Lecturer in the Social Sciences Division
- Wilfrid Watson Werry, B.Com., M.A. (McGill), C.A.,
Lecturer in the Humanities Division
- Thomas William Whattam, M.Sc. (Leeds), A.I.C.,
Lecturer in the Natural Sciences Division
- Orson Wheeler, B.A. (Bishop's), A.R.C.A., S.S.C.,
Lecturer in the Humanities Division
- Henry Hewitt Worsfold, B.A. (Cantab.), M.A. (McGill),
Lecturer in the Humanities Division

Librarians

- Jean Breakell Crombie, Diploma of Library Administration
(McGill),
Librarian
- Jean Elizabeth Morgan, B.A., B.L.S. (McGill),
Assistant Librarian

General Statement

Sir George Williams College is directed by a Board of Governors whose authority is vested in it by the Metropolitan Board of Directors of the Young Men's Christian Association of Montreal. Its charter consists in the Act of Incorporation of the Young Men's Christian Association of Montreal, passed by the Legislature of the Province of Quebec, June, 1888.

The Faculty of Arts, Science and Commerce is one of the five units of Sir George Williams College. The purpose of the Faculty is to provide general and pre-professional education at the college level for young men and women. While general college education is the aim of the programmes of study in the Faculty, provision is made for specialization in certain subject matter fields.

The three curricula, in Arts, in Science, and in Commerce, are outlined in detail in later pages of this Announcement.

Degrees, Diplomas and Certificates

DEGREES OF BACHELOR. The degrees of Bachelor of Arts, Bachelor of Science and Bachelor of Science (Commerce) are awarded upon successful completion of four-year courses of study in the Day Division of the Faculty of Arts, Science and Commerce, or the equivalent in the Evening Division.

DIPLOMAS OF ASSOCIATE. For students who plan to spend less time in study beyond high school graduation than is required for a Bachelor's degree the College offers three two-year programmes (three-years in the Evening Division) leading to the diplomas of Associate in Arts, Associate in Science and Associate in Commerce. Work done in fulfilment of the requirements for the Associate's diploma is applicable, of course, for credit toward a degree.

DIPLOMA IN ASSOCIATION SCIENCE. This diploma is awarded to students training for the Y.M.C.A. secretaryship, for professional training taken concurrently with studies for the Bachelor's degree.

CERTIFICATE OF CREDIT. Students taking partial programmes, i.e., those who are following one or more subjects but are not proceeding to a degree or diploma, are awarded a Certificate of Credit in each subject upon completing the required work and passing the required examination.

EXTENSION COURSE CERTIFICATE. Partial course students not wishing to be graded on as comprehensive or rigorous a basis as for Undergraduates or Certificates of Credit, may qualify in the same course for an Extension Course Certificate.

Enrollment

The total enrollment of the College during the academic year 1940-41 was 2,498 individual students. Of these 838 were following college grade studies in the Faculty of Arts, Science and Commerce, day and evening divisions.

Men and Women Students

The Faculty of Arts, Science and Commerce is co-educational, women being admitted to all courses on the same basis as are the men.

The Aims of the College

The fundamental educational philosophy of Sir George Williams College is that its chief concern shall be the development of persons, through the medium of formal education and its correlated activities. It is recognized that this is not accomplished by mere rote learning. While the subject matter of the curriculum is divided into "courses" for the sake of convenience in administration, the primary aim of the College is that students shall grow in character and personality as well as in those techniques and appreciations which may be required in full and satisfactory living. The units which go to make up such growth may be conveniently classified as attitudes, abilities and skills. It is the development of these that the College endeavours to foster in its students.

This principle is not in the least opposed to good scholarship. On the contrary, scholarship can be sound only when it is vital, when it is a living process. For example, attitudes, or ways of feeling toward individuals, institutions and other elements of one's environment, are as much a part of a person's growth as is the attainment of information, important though this may be.

Because of varying interests, aptitudes and vocational aims, a modern educational institution must provide a wide range of educational experiences for its students. In the Faculty of Arts, Science and Commerce these experiences, traditionally called the "curriculum", are divided into three broad areas of life, viz.: (a) the nature of the world in which we live (the Natural Sciences), (b) the nature of man and of the society of which he is a part (the Social Sciences), and (c) the cultural heritage of thought, language and the arts which, though it reaches back to the dawn of history, is being continuously remade in our day (the Humanities). Believing that educated people should come into intimate contact with all of these areas of life, it is provided that the academic experience of every student should include work in each of these major fields. One attempt to accomplish this is the provision of the three exploratory "pandemic" courses. The emphasis placed upon the study of contemporary English literature and of modern writings in the fields of science, social science and the arts is another indication of this point of view.

The members of the staff of Sir George Williams College are wholly devoted to the teaching and guidance of students. Contacts between faculty members and students are by no means confined to

the classroom and, while students are encouraged to do independent and constructive work, staff members are always available for consultation.

Student Guidance

Education being considered the process of stimulating and guiding the growth of individual students, all of the incidentals of education—instructors, courses of study, textbooks, examinations—are considered valuable only in so far as they serve these ends.

In addition to the fact that this concept permeates its academic work, the College has for many years maintained a programme of educational, vocational and personal guidance for its students. Several members of the College staff are trained and experienced in the techniques of personnel work. The orientation of the student to college work, the selection of suitable courses of study, the giving of assistance in the choice of a vocation, all in the light of discovered aptitudes, abilities and interest, are among the problems dealt with in the personnel work of the College. Students and their parents are urged to take full advantage of this service.

FIRST YEAR INDUCTION PROGRAMME. During the first term of the academic year there is conducted an "induction programme" for all new students in the day division, the purpose of which is to assist the student to adapt himself to work at the college level, to help him become acquainted with the interesting new fields of subject matter now being opened to him and, in general, to prevent the feeling of aimlessness and instability which so often mars the work of the first year college student. In this programme, also, the instructors become aware of the abilities and disabilities of individual students, and are prepared to modify their teaching accordingly.

JUNIOR SEMINAR. Students in the third year, day division, participate in a weekly seminar, during the first term, the purpose of which is to provide an opportunity for the re-examination by each individual of the aims and purposes of his education, a re-evaluation of the objectives of the College itself and its curricula, and an integration of diverse subject matters and points of view about some central core which might be called a philosophy of education.

Student Health Programme

An active programme of student athletics and health education is available to students in the day division, while more limited facilities are at the disposal of evening students. Plans are in process whereby participation in some phase of this health education programme may be made compulsory for all students in the day division. Students enrolling for the academic year 1941-42 should be prepared to have such activity made compulsory, at the discretion of the Faculty and Board.

Evening Division

For employed young men and women who for financial or other reasons are unable to attend college by day the Evening Division of the Faculty of Arts, Science and Commerce offers the same programmes and courses of study as are available in the Day Division.

The outlines of the various courses of study, on pages 34 to 64 of this Announcement, apply to both Day and Evening Divisions. The standard of achievement demanded of the students in the Evening Division is strictly that of the Day Division, the subject matter is the same and equal academic credit is allowed.

Special, or partial, students are also enrolled in the Evening Division. These include all those who wish to enroll for one or two unit subjects at the college level without necessarily working toward a diploma or degree.

Length of Courses

DAY DIVISION. The time ordinarily required to complete the work required for a degree in the Faculty of Arts, Science and Commerce is four years. During this time twenty-one full courses must be completed, as indicated on pages 26 and 27 where curricula are discussed. Provided a proper sequence of courses is followed the student may upon the completion of two years, or eleven full courses, be awarded the Diploma of Associate in Arts, in Science or in Commerce, as the case may be. In certain cases arrangements may be made to complete the required number of courses for a degree or diploma over a longer period. However, the practice of taking partial courses is discouraged in the Day Division.

EVENING DIVISION. As in the Day Division the number of courses required for a degree is twenty-one and, for a diploma, eleven. The number of years required depends, in each case, upon the subjects chosen by the student and the amount of class work he is able to complete each year. In general, however, an efficient student may complete the work required for the Associate's diploma in three years and for a degree in six years.

Evening students require two years to secure the Senior Matriculation Certificate.

Extra-curricular Activities

STUDENT ORGANIZATIONS. The College encourages and supports student activities and organizations in the belief that through such endeavours and associations much real education may accrue to the students concerned. A Student Council controls all activities of this nature, including athletics, study groups, social affairs, college newspaper ("The Georgian"), etc. Student societies in the day and evening division, respectively are known as the Students' Undergraduate Society and the Evening Faculty Student Society.

THE FINE ARTS. In order to enrich college life and to aid students in the experience and appreciation of beauty wherever it may be found, examples of fine painting from time to time are displayed, music appreciation hours are arranged and every available opportunity, curricular and extra-curricular, is realized by the College to further this aim.

THE PLAYMAKERS' WORKSHOP. The purpose of this group is to encourage a knowledge and appreciation of the drama and to train students in dramatic techniques, including acting, voice culture and oral expression, stagecraft and play production. Usually two major productions are presented during the academic year, with stage settings and scenery planned and constructed in the drama workshop.

MILITARY TRAINING FOR STUDENTS. During the academic year 1940-41 male students in the college were permitted to participate in the training programme of a Students Basic Military Training Corps, established under the regulations of the Department of National War Services. Training officers were assigned to the Corps by military district headquarters and both day and evening students of military age were thereby enabled to complete 110 hours of basic military training during the academic year, followed by two weeks' training at Camp Mt. St. Bruno. Subject to revision of regulations by the Department of National War Services, it is anticipated that similar arrangements will obtain during the academic year 1941-42.

COLLEGE WEEK AT CAMP OTOREKE. During the first week of September the Y.M.C.A. Camp Otoroke is reserved for former and prospective students of the College and members of the faculty. This activity offers students and staff an excellent opportunity for informal fellowship. Registrations for the week at Camp Otoroke will be accepted at the college office during the month of August, until August 22nd.

FACILITIES OF THE COLLEGE

The Faculty of Arts, Science and Commerce is one of the five units of Sir George Williams College, which occupies the second and third floors of the Drummond Street Y.M.C.A. building. Accommodation is available for 2,500 students in the various classes of the five schools comprising the College.

CHEMISTRY LABORATORY. This laboratory accommodates 40 students. The student tables are equipped with gas, water, A.C. and D.C. electricity, and individual lockers. The six fume chambers are provided with shatter-proof glass doors and high velocity exhaust fan.

PHYSICS LABORATORY. Three benches provide accommodation for 20 students and an additional 20 may be accommodated at the same time for physics experiments in the adjoining Electrical Laboratory. Equipment includes apparatus for experiments in general physics, electricity, mechanics, optics and thermodynamics.

ELECTRICAL LABORATORY. The electrical laboratory is wired for A.C. and D.C. electricity, and is provided with a complete equipment for study and experiment in magnetism, general electricity, radio, electrical communication and sound reproduction, including a long range radio receiver and short wave transmitter.

BIOLOGY LABORATORY. This laboratory, ~~accommodating 30 students~~, is equipped with high-power microscopes for individual use, microtomes for the preparation of specimens, a wide variety of other instruments, and an extensive teaching collection of biological materials, mounted specimens, etc.

SCIENCE LECTURE ROOM. Science demonstration and popular lectures are provided for in this room. It is equipped with tiered seating, tablet arm chairs, modern demonstration desk and appliances, complete projection equipment, including microprojector, and full sets of charts and lantern slides.

THREE ART STUDIOS. Three art studios are available for work in drawing and painting, modelling and sculpture, and all phases of fine and applied art.

DRAMA WORKSHOP. Members of the Playmakers' Workshop and students of the drama are provided with a well equipped workshop in which are designed and built the stage settings used in the College plays.

CLASSROOMS. The 38 rooms of the College are in constant use day and evening. They are well lighted, and are equipped with mechanical ventilation. Three of these rooms bear names in honor of the late D. A. Budge, Esq., the late Abner Kingman and the late C. T. Williams, Esq. The Accountancy room will seat 40 students at special commercial desks.

LIBRARY AND READING ROOM. In charge of trained librarians, the newly fitted, open-stack library is increasing its holdings rapidly to keep pace with growing demands of the curriculum and the student body. Reading rooms accommodate at once a hundred students.

CHAPEL. The Captain's Chapel provides, with its Romanesque architecture, stained glass and organ, an atmosphere conducive to quiet meditation and spiritual inspiration.

GYMNASIUM AND SWIMMING POOL. The College has the use of two gymnasias, swimming pool, handball courts, and other equipment for use by the students in their health and recreation programme.

*exaggeration
p.B.A.*

RESIDENCE. Men students may reside in the Y.M.C.A. dormitory which occupies the same building as does the College. Special student rates may be obtained from the Residence Secretary, 1441 Drummond Street. The residences of the Montreal Y.W.C.A., both within walking distance of the College, are recommended for women students. Particulars may be obtained from the Residence Secretary, 1124 Dorchester Street, West.

CLASSIFICATION OF STUDENTS

(1) **UNDERGRADUATES:** Students who, at the time of registration, meet full admission requirements and enroll with the intention of completing the work required for a degree or diploma are classified as Undergraduates whether they be taking several subjects or only one in any given year.

(2) **PARTIAL COURSE STUDENTS:** Students who, at the time of registration, do not expect to proceed to a degree or diploma are classified as Partial Course Students irrespective of the number of subjects of study they may be following in any given year.

REQUIREMENTS FOR ADMISSION TO THE FACULTY OF ARTS, SCIENCE AND COMMERCE

(1) **UNDERGRADUATES:** Admission to the Faculty of Arts, Science and Commerce may be secured (a) by the presentation of an appropriate certificate of graduation from high school, or (b) by fulfilling the special entrance requirements for persons over 21 years of age.

(a) The following certificates are accepted as fulfilling the requirements for entrance to the first year of the Faculty of Arts, Science and Commerce. In all cases the entrance certificate must indicate that the high school work of the applicant has included those subjects which are pre-requisite to the college course to be selected upon admission to the Faculty.

Province of Quebec

- a. The High School Leaving Certificate.
- b. The graduation diploma of the Evening High School of Sir George Williams College.
- c. The Matriculation Certificates of the several universities.
- d. The graduation diplomas of certain secondary schools.

Other Provinces of Canada

- a. NOVA SCOTIA: The Grade XI Certificate.
- b. PRINCE EDWARD ISLAND: The Second Year Certificate, Prince of Wales College.
- c. NEW BRUNSWICK: Junior Matriculation or High School Leaving.

- d. ONTARIO: The Middle School Certificate.
- e. MANITOBA: The Grade XI Certificate.
- f. SASKATCHEWAN: The Grade XI Certificate.
- g. ALBERTA: The Grade XI Certificate.
- h. BRITISH COLUMBIA: Junior Matriculation Certificate.

United States

- a. The College Entrance Board Certificate.
- b. The Board of Regents Certificate, State of New York.
- c. The graduation diploma of accredited High Schools.

Other Certificates

Certificates other than those mentioned above may be submitted for examination and evaluation.

(b) Persons over 21 years of age who may not have satisfied the technical requirements for high school graduation but who have the capacity to do college work are admitted as conditioned Undergraduates in the Faculty of Arts, Science and Commerce by fulfilling the *Special Entrance Requirements for Persons over Twenty-one Years of Age*. Details regarding these requirements may be obtained from the Registrar.

(2) **PARTIAL COURSE STUDENTS:** In the case of students wishing to enroll for partial courses or unit subjects in the Evening Division, high school graduation is not required, except in the case of those subjects in which successful college work is absolutely dependent upon preliminary work in the same subject taken at the high school level. Certain unit courses in the Faculty, however, are not dependent upon work completed in high school. Students wishing to register for such unit courses, as Partial Course Students, are required, therefore, only to be sufficiently mature to do the work of the course.

While partial course students and students following single courses of interest are expected and encouraged in the Evening Division of the Faculty, only in special circumstances will the registration of partial students be accepted in the Day Division. Where necessary and desirable, however, and upon approval of the application by the Dean, such registration may be made.

The High School of Sir George Williams College

Applicants for admission to the Faculty of Arts, Science and Commerce, whose entrance certificates do not quite meet the requirements, may make up the deficiency in the Evening High School. The Evening High School follows the standard four-year plan to graduation, classes being held on Monday, Wednesday and Friday evenings.

APPLICATION FOR ADVANCED STANDING

Students who wish to apply for advanced standing upon the basis of work already completed in other colleges or universities should understand the following conditions:

1. Each application for advanced standing is considered individually, on its merits.
2. A student, who presents evidence of having completed one full year of study in a four-year college, will be admitted, as a rule, to the second year of the Faculty of Arts, Science and Commerce. It is provided, however, that if such student's first-year selection of subjects has not coincided with the curricular requirements of the Faculty, the deficiency must be made up in the second year.
3. Students presenting senior matriculation, senior high school leaving, or upper school certificates will, in general, be given credit in the first year, course for course, for subjects completed. Owing to the special requirements of the curricula of the Faculty of Arts, Science and Commerce, which are listed below, it is not possible for a student to obtain complete first year standing through presentation of one of the above certificates. Deficiencies may be made up, however, during the remainder of the course provided they are not too great and, further, that the student does the extra work necessary.
4. In order to obtain a degree or diploma in the Faculty of Arts, Science and Commerce a candidate must do the equivalent of at least one full academic year's work in the Faculty irrespective of the amount of *pro tanto* credit allowed. (In the Evening Division this is interpreted to mean that a student must complete at least five full courses.) This regulation applies to students presenting certification of more than one year's work in another college or university, and also to graduates of the Faculty of Arts, Science and Commerce of Sir George Williams College who may wish to qualify for a second bachelor's degree in a field (Arts, Science or Commerce) other than that in which they were graduated.
5. Except by special permission of the Dean no course or courses will be accepted *pro tanto* for the pandemic courses.
6. Any undergraduate of the College presenting a qualifying certificate for a commission in any branch of His Majesty's Forces will be granted one full course credit in any division (Natural Science, Social Science or Humanities).

Timetables of Instruction

Class instruction in the Day Division is organized on the usual college basis of 18 to 28 class and laboratory hours per week, with the student free the remainder of the time for library work, study, special projects or student activities.

Courses indicated in this Announcement as three-hour courses, in the Evening Division involve only two hours of class work per week. This is possible in view of the fact that the academic year is longer in the evening division than in the day division, and that evening students as a rule are older and more mature than day students, and the extra work, if necessary, is made up in assignments completed outside of class.

The class hours of each course are given in the Day Division and Evening Division timetables, which should be consulted before registering.

Examinations and Advancement

All students registered in the Faculty are required to write the regular first-term examinations held in January and the final examinations held at the close of the academic year.

The grades awarded as the final standing in each subject for the academic year are given on the basis of:

- (1) The year's work of the student, week by week;
- (2) The first-term examinations;
- (3) The second-term, or final, examinations.

These grades are awarded according to the following system:

A+	Honours	B+	} Satisfactory
A	} Superior	B	
A—		C	Not quite satisfactory
	F	Decidedly unsatisfactory (failed)	
	Inc.	Incomplete	
	Abs.	Absent from final examination.	

A student who has obtained satisfactory grades in all but one of his subjects, and has a "C" grade in that subject, may proceed to the next year of his course without the necessity of writing a supplemental examination. However, if that subject is pre-requisite to advanced work which he expects to take the following year, he is advised to make an effort to improve his standing during the vacation and to pay special attention to that subject during the ensuing year.

A student securing "C" grades in two subjects in any given year must pass the supplemental examination in at least one of these subjects in order to progress as an unconditioned student.

In order to secure credit for courses in which "F" grades have been obtained, supplemental examinations in those courses must be written. A student may progress to the following year carrying one such "condition" provided it is not pre-requisite to advanced work to be taken in the higher year, and provided also that he has not already secured a "C" grade in one of his other subjects. This "condition" must be removed, however, within twelve months of the time of the final examination failed, or the course repeated if credit for it is to be secured.

Students securing "F" grades in three or more subjects in any given year are required to repeat those subjects, if credit for them is to be secured, and may not write supplemental examinations in those courses.

Supplemental Examinations

Supplemental Examinations are held during the second week of September.

Application to write the September Supplemental examinations must be submitted to the Registrar on the form provided for this purpose, by September 2nd. A fee of \$2. per paper is charged for these supplemental examinations, payable at the time of application.

Without the special permission of the Faculty Council credit may not be secured for courses by passing supplemental examinations unless the course has been followed in the regular way during the academic year.

SCHOLARSHIPS AND PRIZES

Abner Kingman Scholarships

Under the terms of a gift made in 1928 by the late Abner Kingman, a series of five scholarships of fifty dollars value each has been established in the evening division of the Faculty of Arts, Science and Commerce. These Abner Kingman Scholarships are awarded annually to five students who have attended the College for at least one year, and who show great promise as students.

D. A. Budge Memorial Scholarships

In memory of the late D. A. Budge, for thirty-nine years General Secretary of the Montreal Young Men's Christian Association, a series of scholarships of varying amounts has been established in the Evening High School of the College from the bequest of the late William Gilman Cheney. These are awarded each year to students of promise graduating from the Evening Elementary School to the Evening High School, progressing from one grade to another in the Evening High School, and matriculating from the Evening High School to the Faculty of Arts, Science and Commerce.

Entrance Scholarships

FIRST YEAR. In view of the fact that large numbers of able young men and women are being graduated from the high schools of the province each year, many of whom are unable to afford the regular expenses of a college or university course, the Board of Governors of Sir George Williams College makes available each year 20 Entrance Scholarships of \$50 each in Arts and Commerce and \$70 each in Science, tenable in any of the regular programmes of study, including senior matriculation, in the first year of the Faculty

of Arts, Science and Commerce. These Entrance Scholarships are to be given to worthy young men and women, residents of the Province of Quebec, on a basis of: (a) standing on the High School Leaving or Junior Matriculation examinations, (b) scholastic ability, and (c) economic need. For full details candidates are referred to the "*Announcement of Entrance Scholarships*," obtainable at the college office on request.

SECOND YEAR. Only in very exceptional circumstances will an Entrance Scholarship be awarded to a student applying for entrance to second year.

L'Alliance Française Prizes

Awarded annually to students in the Faculty of Arts, Science and Commerce obtaining high standing in advanced courses in French.

The French Government Prizes

Awarded annually to students in the Faculty of Arts, Science and Commerce obtaining high standing in advanced courses in French.

The Board of Governors Medal for Creative Expression

Awarded annually, when merited, by the Board of Governors of the College to the student or students giving evidence of outstanding ability in creative expression in the fine arts,—creative writing, oratory, drawing, painting, drama or music.

First Graduating Class Award

The first graduating class of the Faculty of Arts, Science and Commerce, known as the Guinea Pig Club, a name symbolic of their pioneering experience, makes an annual presentation to the student who is adjudged to have made the most outstanding new contribution, either academic or extra-curricular, to the student life of the College.

The Dean's Prize in Natural Science

Awarded annually to the student in the Faculty of Arts, Science and Commerce who is judged to have done the most satisfactory work in the Natural Sciences.

Association of Alumni Award

Awarded annually, when merited, to the graduating student who, in the opinion of the Faculty Council of the college, has by his activities, achievements and interest, during his term at the college, won the outstanding commendation and respect of his fellows and of the faculty.

REGISTRATION AND FEES

Enrollment must be made personally at the College offices, during the month of September, or earlier. Tuition fees are payable at the time of registration, unless written permission to do otherwise is obtained from the Bursar.

All students registering in the Faculty for the first time must present a record of previous school and college work with their application for admission. Following this application, the student's proposed course of study in the Faculty must be approved by the Dean, before the application can be accepted and registration permitted. Registration should be made immediately upon receipt of this approval. Students will be accepted in order of registration, irrespective of the date of application.

After the opening of the term, students may change their programme of studies only upon the approval of the Dean.

EXTRA COURSES. In the Day Division, courses in addition to the regular programme of $5\frac{1}{2}$ courses in first year, $5\frac{1}{2}$ in second year, 5 in third, and 5 in fourth, are termed "extra courses". The Faculty Council approves the principle of superior students in the Day Division taking extra subjects for the enrichment of their curricula, and of conditioned students taking extra subjects to make up deficiencies, but only under the following conditions:

(1) No student in the Day Division will be given academic credit for more than the regular number of courses in any one school year, except to make up a deficiency.

(2) A Day Division student without a deficiency in credit may take an extra course only if his previous record indicates his ability to do the additional work entailed. In this case *no* academic credit will be given for the extra course.

(3) In no case may a student in the Day Division be permitted to take more than one extra full course in a given academic year.

The College Office

The College Office is on the third floor of the building. The office hours are:

June 1 to September 14—9:00 a.m. to 5:00 p.m.
(Saturday 1:00 p.m.)

After September 14 —9:00 a.m. to 9:00 p.m.
(Saturday 1:00 p.m.)

College Bookstore

All books and supplies required may be purchased at the College Bookstore. Students should secure a book-list from the College Office and be sure of the edition required before buying books elsewhere.

FEES—DAY DIVISION

Tuition, per year (exclusive of other fees below).....	\$150.00
Tuition, extra subjects (in addition to regular programme), each full course*.....	20.00 +
Tuition, partial course students.....	Fee on application
Laboratory fee, payable in addition to tuition, for each laboratory subject.....	10.00
Caution Money Deposit (made by each student and re- funded, less breakages and shortages, at close of year)....	3.00
Deferred Payment fee (charged when tuition is paid in two or more installments).....	2.50 to 5.00
Supplemental examinations, per paper.....	2.00
Students' Undergraduate Society, annual fee.....	6.00
Graduation fee (payable on April 1st of graduating year)....	10.00

FEES—EVENING DIVISION

Tuition (exclusive of other fees below):	
One half-course*.....	\$ 15.00
One full course*.....	30.00
Three full courses*.....	75.00
Additional half-courses*, each.....	7.50
Additional full courses*, each.....	15.00
Laboratory fee, payable in addition to tuition for each laboratory subject.....	10.00
Caution Money Deposit (made by each student taking laboratory work, and refunded, less breakages and shortages, at close of year).....	3.00
Deferred Payment fee (charged when tuition is paid in two or more installments).....	1.00 to 5.00
Supplemental examinations, per paper.....	2.00
Evening Faculty Student Society, annual fee (payable by all Undergraduates; optional for Partial Students).....	3.00
Graduation fee (payable on April 1st of graduating year)....	10.00

*A full course represents a subject studied for one full academic year of two terms.
A course which continues for one term only, half the academic year, is therefore a half-course.

Deferred Payments

Although it is contemplated that in most cases fees will be paid in full at the time of registration, arrangements may be made with the Bursar for deferred payments. The ability of the student to pay shall have consideration in all questions regarding deferred payments, and every reasonable effort will be made by the College to enable the student to take advantage of the training offered. In cases of deferred payments, a fee to cover the cost of opening a ledger account on the College books will be charged, and must be paid at the time of registration along with an initial payment on tuition fees.

The College reserves the right to withhold the award of a degree or a diploma to any student whose fees are not paid in full.

Withdrawal and Refund

Students who are forced to withdraw from a course, or from the College are required to notify the College Office in writing and to give their reasons for withdrawal. As the College assumes the obligation of carrying the student throughout the year when the student registers, and as the College provides the instruction and accommodation on a yearly basis, the Board of Governors has ruled as follows:

- (1) Application for withdrawal must be presented within thirty days after discontinuing attendance.
- (2) All tuition credits and refunds shall be made entirely at the pleasure of the College.
- (3) Credits or refunds will be granted only as follows:
 - a. Cash refunds may be granted in cases where students are compelled to withdraw on account of serious and continued personal illness. The application must be accompanied by a certificate from a physician, satisfactory to the College.
 - b. In case a student who is regularly employed during the day is sent out of the city permanently by his employer or compelled to change his working hours so as to prevent his continuing at the College, a refund may be granted, provided the application is accompanied by a statement from the firm, satisfactory to the College.
- (4) Tuition not refunded or used may, upon securing a certificate of credit from the Bursar, be applied upon subsequent courses pursued in the College, providing such courses are taken within two years of the date of withdrawal of the student.
- (5) In the event of a student's withdrawal from the College, he is charged pro rata for sessions held up to the date of notification of withdrawal.

THE DIVISIONS OF THE FACULTY OF ARTS, SCIENCE AND COMMERCE

The various courses of study offered in the Faculty of Arts, Science and Commerce are grouped in three Divisions: The Natural Sciences Division, the Humanities Division, the Social Sciences Division.

The subjects of study included in each of these Divisions of the Faculty are as follows:

THE NATURAL SCIENCES DIVISION (Pages 35 to 43):

Biology
Chemistry
Draughting
Mathematics
Physics
Textiles

THE HUMANITIES DIVISION (Pages 43 to 52)

English Language and Literature
Fine Arts
French Language and Literature
German Language and Literature
Greek
Latin
Philosophy
Spanish

THE SOCIAL SCIENCES DIVISION (Pages 53 to 64):

Accountancy
Commerce
Economics
Education
History
Mathematics
Political Science
Psychology
Sociology

While all students will follow some courses in each of the three Divisions, students who pursue the curriculum in Arts will find that a majority of their courses are in the Humanities Division or the Social Sciences Division, Science students will elect most of their courses from the Natural Sciences Division, and Commerce students from the Social Sciences Division.

CURRICULA

Each year's work of a student must be approved by the Dean before it is considered valid for academic credit.

CURRICULUM FOR THE DEGREE OF BACHELOR OF ARTS

Candidates for the degree of Bachelor of Arts are required to complete twenty-one full courses* (in the Day Division: five and one-half in each of the first two years and five in each of the final two years; in the Evening Division: any suitable number each year) in accordance with the following plan:

- a. Four full courses in English. Of these English 101A and 101B must be taken during the first year.
- b. Three pandemic courses: Natural Science 101 and Social Science 101 in the first two years, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)
- c. In the Natural Sciences Division, at least two additional full courses but not more than five.
- d. In the Social Sciences Division, at least three additional full courses.
- e. In the Humanities Division, the remainder of the twenty-one courses.
- f. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.

CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE

Candidates for the degree of Bachelor of Science are required to complete twenty-one full courses* (in the Day Division: five and one-half in each of the first two years and five in each of the final two years; in the Evening Division: any suitable number each year) in accordance with the following plan:

- a. At least three full courses in English. English 101A in the first year, and two and one-half other approved courses.
- b. Three pandemic courses: Natural Science 101 and Social Science 101 in the first two years, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

- c. At least one full course in each of: Biology, Chemistry, and Physics.
- d. At least one and one-half courses in Mathematics.
- e. At least two but not more than five additional full courses in the Humanities and Social Sciences Divisions.
- f. The remainder of the twenty-one courses from the Natural Sciences division.
- g. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.

CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE (COMMERCE)

Candidates for the degree of Bachelor of Science (Commerce) are required to complete twenty-one full courses* (in the Day Division: five and one-half in each of the first two years and five in each of the final two years; in the Evening Division: any suitable number each year) according to the following plan.

- a. At least three full courses in English. English 101A in the first year, and two and one-half other approved courses.
- b. In Mathematics, at least Mathematics 102 and 103.
- c. In Accountancy, at least Accountancy 101 and 102.
- d. In the combined fields of Economics and Political Science, at least three full courses.
- e. Three pandemic courses: Natural Science 101 and Social Science 101 in the first two years, and Humanities 101 in the third year. (An approved Social Science course may be substituted for Social Science 101 by students who registered before 1939.)
- f. Commerce 105 and at least two additional full Commerce courses.
- g. The remainder of twenty-one courses to be selected.
- h. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

CURRICULA FOR THE DIPLOMA OF ASSOCIATE

At the conclusion of two years' work in the Day Division, or the equivalent in the Evening Division, a student may be awarded the diploma of Associate in Arts, Associate in Science or Associate in Commerce. In order to be awarded this diploma the completion of eleven full courses* is required, the selection to be made not only in compliance with the curricula below but with a view to realizing the maximum values in the two years of college work. Work done in fulfillment of the requirements for the Associate diploma is, of course, applicable toward a degree.

Curriculum for the Diploma of Associate in Arts

- a. Two full courses in English. (English 101A and 101B must be taken during the first year.)
- b. Two pandemic courses: Natural Science 101 and Social Science 101.
- c. In the Natural Sciences Division, at least one additional course but not more than two.
- d. In the Social Sciences Division, at least one additional course.
- e. In the Humanities Division, the remainder of the eleven courses.
- f. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.

Curriculum for the Diploma of Associate in Science

- a. At least one and one-half courses in English (English 101A in the first year).
- b. Two pandemic courses: Natural Science 101 and Social Science 101.
- c. At least one full course in each of Biology, Chemistry, and Physics, and at least two full courses in one of these three.
- d. At least one full course in Mathematics.
- e. The remainder of the eleven courses to be selected from any of the Divisions.
- f. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.
- g. Students preparing for the medical secretaryship may substitute Accountancy 101 for Mathematics, and omit Physics.

* A full course represents three hours of class work per week for a full academic year, with the required additional laboratory or studio work. A three-hour course followed for one term only is therefore a half-course.

Curriculum for the Diploma of Associate in Commerce

- a. At least one and one-half courses in English (English 101A in the first year).
- b. Two pandemic courses: Natural Science 101 and Social Science 101.
- c. At least one full course in Mathematics. (Mathematics 102 and 103 are recommended for Commerce students.)
- d. In Accountancy, at least Accountancy 101.
- e. In Economics, at least Economics 101.
- f. Commerce 105.
- g. The remainder of the eleven courses to be selected from any of the Divisions.
- h. Students will attend seminars as arranged in the guidance programme of the College and will participate in the health programme provided. See page 12. No course credit.

SPECIAL PROGRAMMES OF STUDY

Senior Matriculation

Students who wish, at the end of the first year, to enter the second year at McGill University, may write the appropriate senior matriculation examinations of that University. Before registration they should consult the Registrar regarding their selection of courses.

Preparation for Entrance to Graduate Faculties and University Professional Schools

Students intending to transfer after graduation from Sir George Williams College to a university graduate faculty or professional school should consult the Registrar upon entrance to the College in order that their programmes of study may be planned to satisfy the entrance requirements of the university they expect later to attend, as well as the requirements for the degree or diploma they seek in the College.

It is generally recognized that the obtaining of a bachelor's degree does not necessarily imply the ability to do graduate work or research. However, students who, in the opinion of the Faculty, have exhibited during the period of their course those special abilities which are required in order to do successful university professional school work or research will be awarded a *Certificate of Recommendation to Graduate Faculties and University Professional Schools*. Students who do not merit this Certificate will not be supported by Sir George Williams College in applying for admission to such professional schools or universities.

C. G. A. Examinations

Included among the courses available either as unit subjects or as part of the programmes of study leading to the diploma of Associate in Commerce and the degree of Bachelor of Science (Commerce) are many in which preparation may be obtained for the Intermediate and Final Examinations of the General Accountants Association (C.G.A.). Students taking these courses in Sir George Williams College, therefore will receive academic credit in the College and, on writing the General Accountants Association examinations, may obtain full credit from them toward the C.G.A. Diploma. Full information regarding preparation for these examinations may be obtained from the Registrar.

Y.M.C.A. Secretaryship Training

Young men wishing to prepare themselves as secretaries in the Canadian Y.M.C.A. may do so in the Faculty of Arts, Science and Commerce by choosing for the B.A. degree the maximum possible number of courses in the social sciences division, including the special courses leading to the Diploma in Association Science. Details of these provisions may be obtained from the Registrar.

Specialization in Textile Dyeing

In cooperation with the Canadian Association of Textile Colourists and Chemists, the College offers a group of courses for those engaged in, or preparing for employment in the textile industry. Students who complete the required courses may, if they wish, write the external examinations of the City and Guilds of London Institute for which the College is an official examining centre. A detailed outline of this programme of studies may be obtained on request. These courses also may be included in curricula leading to the diploma of Associate in Science and the degree Bachelor of Science.

Specialized Secretarial Training

The inclusion of courses in stenography and other appropriate subjects in the two-year curricula leading to the diploma of Associate makes possible programmes of study particularly adapted to those wishing to prepare for employment as business secretaries, medical secretaries or legal secretaries. Suggested selections of courses are listed below.

Specialization in Fine or Commercial Art

Outlined below is a suggested selection of courses designed for those wishing to include specialization in fine or commercial art in a course leading to the diploma of Associate in Arts or the degree Bachelor of Arts.

Specialization in Social Science

Within the curricula leading to the diploma of Associate in Arts and the degree Bachelor of Arts is ample opportunity for specialization, if desired, in social science. A suggested selection of courses with this emphasis is outlined below.

Other Especially Planned Programmes

It is recognized that students may wish to specialize in other fields than those suggested above—in modern languages, literature, history, economics and political science, psychology, sociology, biology, chemistry, mathematics and physics, etc. This is possible, of course, by making appropriate selections within the requirements for one of the degrees or diplomas offered. Students wishing a programme of study different from any of those suggested above or below are invited to discuss their plans with an officer of the College. Students whose mother tongue is other than English particularly are urged to take advantage of the special arrangements which can be made to suit their needs.

Suggested Selection of Courses in the First Two Years

These suggestions as listed below are arranged to suit the schedules of day division students. Evening division students may follow the same outlines by selecting some of the "first year" courses in their first year, the balance of these and some of the "second year" courses in their second year, and the balance of the "second year" courses in their third year.

FIRST YEAR			SECOND YEAR	
Curriculum	Course	Credit	Course	Credit
ARTS General Course	English 101A	1½	English 102	1
	English 101B	1	Selected	4½
	Natural Science 101	1		
	Social Science 101	1		
	Selected	2		
ARTS Fine or Commercial Art	English 101A	1½	English 102	1
	English 101B	1	Social Science 101	1
	Natural Science 101	1	Fine Arts 103	1
	Fine Arts 103	1	Fine Arts 102-106	
	Fine Arts 102-106		(if not previously	
	(if available)	1	taken)	1
	Selected	1	Humanities 101	1
			Selected	1½

FIRST YEAR			SECOND YEAR	
Curriculum	Course	Credit	Course	Credit
ARTS Social Science	English 101A	1/2	English 102	1
	English 101B	1	Biology 101	1
	Natural Science 101	1	Economics 101	1
	Social Science 101	1	Psychology 101	1
	History, selected	1	Sociology 102	1
	Selected	1	Selected	1/2
SCIENCE General Course	English 101A	1	Social Science 101	1
	English 116	1	Biology 101 or Chem- istry 101 or 102 or	
	Natural Science 101	1	Physics 101 or 102	1
	Two of:	2	An advanced course in Biology, Chem- istry or Physics	1
	Biology 101		Selected..	2 1/2
	Chemistry 101 or 102			
SCIENCE Textile Dyeing	Physics 101 or 102			
	Mathematics 101 or 101A	1		
	English 101A	1/2	Social Science 101	1
	English 116	1	Biology 101	1
	Natural Science 101	1	Physics 101 or 102	1
	Chemistry 101 or 102	1	Chemistry 105	1
SCIENCE Medical Secretary	Textiles 101	1/2	Textiles 102	1/2
	Mathematics 101 or 101A	1	Textiles 103	1/2
	Selected	1/2	Selected	1/2
	English 101A	1/2	English 106	1/2
	English 116	1	Social Science 101	1
	Natural Science 101	1	Biology 107	1
COMMERCE General Course	Chemistry 101 or 102	1	Accountancy 101	1
	Biology 101	1	Commerce 121	1/2
	Commerce 121	1/2	Commerce 122	1/2
	Commerce 122	1/2	Selected	1
	English 101A	1/2	English 106	1/2
	English 116	1	Economics 101	1
COMMERCE General Course	Natural Science 101	1	Mathematics 102	1/2
	Social Science 101	1	Mathematics 103	1/2
	Accountancy 101	1	Selected	3
	Commerce 105	1		

FIRST YEAR			SECOND YEAR	
Curriculum	Course	Credit	Course	Credit
COMMERCE Business Secretary	English 101A	1/2	English 106	1/2
	English 116	1	Accountancy 101 or Commerce 105	1
	Natural Science 101	1	Mathematics 102	1/2
	Social Science 101	1	Mathematics 103	1/2
	Accountancy 101 or Commerce 105	1	Economics 101	1
	Commerce 121	1/2	Commerce 121	1/2
COMMERCE Legal Secretary	Commerce 122	1/2	Commerce 122	1/2
			Selected	1
	English 101A	1/2	Accountancy 101 or Commerce 105	1
	English 106	1/2	Mathematics 102	1/2
	English 116	1	Mathematics 103	1/2
	Natural Science 101	1	Economics 101	1
COMMERCE Legal Secretary	Social Science 101	1	Commerce 106	1/2
	Accountancy 101 or Commerce 105	1	Commerce 108	1/2
	Commerce 121	1/2	Commerce 113	1/2
	Commerce 122	1/2	Commerce 119	1/2
			Commerce 121	1/2
			Commerce 122	1/2

Courses Permitted as First Year Selections

NATURAL SCIENCES		HUMANITIES		SOCIAL SCIENCES	
Course	Credit	Course	Credit	Course	Credit
Natural Science 101	1	English 101A	1/2	Social Science 101	1
Biology 101	1	English 101B	1	Accountancy 101	1
Chemistry 101	1	English 106	1/2	Commerce 105	1
Chemistry 102	1	English 116	1	Commerce 107	1/2
Draughting 101	1/2	Fine Arts 101	1/2	Commerce 111	1/2
Mathematics 101	1	Fine Arts 102	1/2	Commerce 121	1/2
Mathematics 101A	1	Fine Arts 103	1/2 or 1	Commerce 122	1/2
Physics 101	1	Fine Arts 106	1/2	History 101	1/2
Physics 102	1	French 101	1	History 102	1/2
Textiles 101	1/2	German 101	1	History 103	1
		Greek 101	1		
		Latin 101	1		
		Spanish 101	1		

OUTLINES OF SUBJECTS

On the following pages are given brief outlines of the various courses of study offered in the Faculty of Arts, Science and Commerce. These courses are offered in both Day and Evening Divisions of the Faculty. Students should consult the requirements of the Curricula (pages 26-33) before making their selections. *Each of these courses may be taken separately, as a unit course, by Partial Students in the Evening Division.*

A two-term course continues throughout the whole academic year; a one-term course for half the year only.

The College reserves the right to alter without notice the content of any of the courses listed in the following pages, to change the schedule of courses offered, and to cancel any course for which there is insufficient registration.

THE NATURAL SCIENCES DIVISION

Natural Science 101. General Course in the Natural Sciences

A pandemic course providing an introduction to the basic sciences necessary for an intelligent appreciation of the world of our day. Science is presented as a unity. The aim is to help the individual to see himself in relation to the universe, to free himself from superstition and prejudice, to gain criteria for the estimation of truth and to rely upon established truth for the ordering of his own life, to appreciate the leadership of the specialist in particular and scientific method in general for solving individual and world problems;—in short to guide constructively the beliefs and attitudes of the student. Incidentally the student gains a view of the various branches of science which may help him to choose more effectively his further courses. The subject matter dealt with is as follows: (a) animals and plants, their functions and relations; heredity and environment; adaptative change; man's place in nature; health and disease; man's behaviour; prehistoric man; the development of civilization, culture, industry, etc. (b) the earth in space, the universe; the earth's crust, soil, minerals, rocks, strata, fossils; the nature of matter, energy, radiation, etc.; science applied through machines, etc.; scientific method; the great scientists and their contributions. Two terms. Three hours per week. Also demonstrations and field trips.

Day and Evening Divisions: Given every year.

Natural Science 102. Principles of Descriptive Geology

The purpose of this course is to introduce the student to the fundamental branches of geology, chiefly as exemplified in his own environment. The principles of mineralogy and petrology are illustrated by local material. Historical geology is also dealt with at some length. One Term. Two hours per week. Laboratory, two hours per week. Also periodic field trips.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Natural Science 103. Introduction to Descriptive Astronomy

In this course an attempt is made to make the student familiar with modern concepts of the nature of the universe. Lectures and discussion are liberally supplemented by observation. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Natural Science 104. History of Science

The purpose of this course is to allow the student to trace the development of the great scientific movements and discoveries from the earliest times to our day. Emphasis is placed on the interdependence of the various branches of science and the relation of science to social development. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

Evening Division: 1942-43 and alternate years.

BIOLOGY

Biology 101. General Biology

The purpose of this course is to develop interest in, and understanding of, living organisms (plants, animals and man) with particular reference to their phylogenetic development, inter-relationships and general functions. The approach is practical and functional. Two terms. Three hours per week. Laboratory, three hours per week.

Day and Evening Divisions: Given every year.

Biology 102. Genetics and Human Welfare

This course attempts to make the student thoroughly familiar with the principles of heredity as understood by modern biology. It also deals with the application of genetic principles to organisms including man. The biological basis of social problems and social evolution is dealt with at some length. The doctrine of organic evolution and its implications for human life and welfare are also considered. (This course may be taken for credit either as a Natural Science or as a Social Science.) Two terms. Three hours per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1941-42 and alternate years.

Biology 103. Embryology and Histology

A study of the principles and techniques involved in a consideration of the ontogeny of organisms and their minute structure. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

Biology 105. General Physiology

Comparative study of the principal physiological processes including respiration, circulation, nutrition, excretion, locomotion, reproduction and coordination. Particular attention is given to nature of protoplasm and to the roles of enzymes and hormones as they directly affect human life and welfare. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Biology 106. Vertebrate Zoology

A course intended to orientate and establish the student in the field of vertebrate zoology as a basis for the understanding of the phylogenetic origins of the human race. The relationships, anatomy, physiology, ecology and distribution of the vertebrate group as a whole is studied. In the laboratory particular attention is paid to the anatomy of representative animals of the vertebrate classes. Two terms. Three hours per week. Laboratory, three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: 1942-43 and alternate years.

Biology 107. Medical Laboratory Techniques, and Terminology

A course in the practical aspects of biological work with particular reference to the medical laboratory and the medical office. Emphasis is placed on the mastery of such procedures as blood-counts, urinalysis and the preparation of microscopic specimens. The student also is made familiar with medical terminology and given practice in medical stenography. Two terms. Two hours lecture and three hours laboratory per week.

Day Division: 1942-43 and yearly.

Evening Division: Not given 1941-42.

CHEMISTRY**Chemistry 101. Introduction to General Inorganic Chemistry**

The purpose of this course is to give a general background in Chemistry. It may therefore be taken by students without previous study of this subject. A full exposition of the general principles of Chemistry and modern applications of the science to every-day life will be given. Two terms. Three hours per week. Laboratory, three hours per week.

Day and Evening Divisions: Given every year.

Chemistry 102. General Inorganic Chemistry

A fundamental knowledge of the principles and theory of inorganic chemistry is given. The course includes the study of the properties of the non-metals, their compounds and uses. Electronic structure of the atom and the periodic classification are employed as a unifying concept. A systematic, comprehensive study is made of the metals, their metallurgy and uses, and their application to modern technology. Only students possessing considerable knowledge of and interest in chemistry are advised to take this course. (This course is not open to students who have taken Chemistry 101.) Two terms. Three hours per week. Laboratory, three hours per week.

Day and Evening Divisions: Given every year.

Chemistry 103. Qualitative Analysis

A study is made of the principles and theory of analytical chemistry, and the preparation of solutions. The common basic (metallic) and acidic constituents are separated and identified, and their chemical reactions are investigated. Two terms. One hour lecture, six hours laboratory per week.

Day Division: 1941-42 and alternate years.

Evening Division: 1942-43 and alternate years.

Chemistry 104. Quantitative Analysis

This course is concerned with the methods of volumetric and gravimetric analysis, and the theoretical considerations involved. The laboratory work includes standardization and titration of solutions, etc., with reports on commercial substances, and gravimetric analysis of metals, alloys, and non-metals. More complex analyses will be carried out such as the analysis of coal, minerals, the determination of nitrogen in fertilizers, potash and soda in silicates, etc. Two terms. One hour lecture, six hours laboratory per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1941-42 and alternate years.

Chemistry 105. Organic Chemistry

The ground covered is that usually given in a first course in organic chemistry, together with considerable more advanced work in the subject. Lectures deal with the aliphatic and aromatic series, isomerism and stereo-chemistry, determination of the structure of compounds and the mechanism of reactions. Two terms. Three hours lecture, three hours laboratory per week.

Day and Evening Divisions: Given every year.

Chemistry 109. Physical Chemistry

Thermodynamics and kinetic theory are stressed as inter-related methods of describing the physico-chemical behaviour of matter. The course covers the general properties of gases, liquids, solids and solutions, the colloidal state, homogeneous and heterogeneous equilibria, chemical kinetics, electrical phenomena in chemical systems, and an introduction to photochemistry and the application of the theories of nuclear, atomic and molecular structure to chemistry. A good knowledge of mathematics is pre-requisite, preferably including calculus. Two terms. Two hours lecture and six hours laboratory per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1941-42 and alternate years.

Chemistry 100. Consumer Chemistry
to be submitted by (Mrs. Coke)

Chemistry 110. Industrial Chemistry

A study of the application of chemistry to industry, to give a more detailed knowledge than is possible in introductory courses. The mineral acids, important inorganic chemicals, ceramics, fertilizers, paints, electric furnace and coal-tar products, metallurgy, petroleum, soaps, explosives, rubber, textiles and paper will be studied. Motion pictures and special lectures by industrial chemists are included where appropriate. Open to students who have taken Chemistry 101 or its equivalent. Two terms. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Chemistry 111. Advanced Organic Chemistry

Further study of the aliphatic series is made, including purine bases, fermentation, terpenes and essential oils, alkaloids, new synthetic drugs, dyes, etc. The theoretical principles and mechanism of reactions will be considered. Pre-requisite, Chemistry 105. Two terms. Three hours per week. Laboratory, three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years.

Chemistry 112. Bio-Chemistry

For students who have completed Chemistry 105 or its equivalent and have completed or are taking concurrently Biology 105, this course provides a training in the principles of bio-chemistry. A study is made of the chemistry of and the physiological significance (metabolism) of the carbohydrates, fats, proteins and related substances; the functions of haemoglobin; acid-base balance in the body; a consideration of the energy output and calorific requirements of the human being, as well as the vitamins and their functions. Two terms. Lecture, two hours per week. Laboratory, six hours per week.

Day Division: Not given 1941-42.

Evening Division: 1942-43 and alternate years.

Ch. 113 - Chem. of Explosives.

DRAUGHTING**Draughting 101. Elements of Draughting**

A practical course designed to give a thorough training in the elements of engineering drawing to those engaged or about to be engaged in machine, aviation, structural, architectural or electrical draughting, including the reading of blue prints, use of draughting instruments and the making of tracings and original drawings. The course includes: selection and use of drawing instruments and materials, projection drawing, three view drawings of simple objects, working drawings, lettering, dimensioning, geometrical definitions and problems, curved work, classes of working drawings, assembly drawings, scaled drawings, sectional views, titles, drawing room practice, conventional symbols, code of materials, tracings, blue printing, problems and exercises. Two hours lecture and two hours laboratory per week. Half-course credit. (Fee: Half-course tuition fee plus full course laboratory fee.)

Day Division: Not given 1941-42.

Evening Division: Given every year.

Draughting 102. Advanced General Draughting

An advanced course arranged to suit students in every branch of engineering in uniformity with the best current practice in the industries. The course will include the application of geometrical principles in engineering drawing of various types, the ellipse, the parabola, the hyperbola, cycloidal and involute curves, developed surfaces and intersections, development of elbow pieces, fastenings, the helix, screw threads, keys, rivets and riveted joints, springs, pipes and fittings, cams, bills of materials, contents and notes, pattern, foundry, forge and machine shop drawings, general assembly drawings, technical sketching, axonometric, perspective and oblique sketching, shaft couplings, bearings, cranks and eccentrics, valves, stuffing boxes, pulleys, pipe joints, various machine tool parts, lubricating systems, pistons. Two hours lecture and two hours laboratory per week. Half-course credit. (Fee: Half-course tuition fee plus full course laboratory fee.)

Day Division: Not given 1941-42.

Evening Division: Given every year.

Draughting 103. Machine Drawing and Design

This course is designed to consolidate the work previously done in mechanical drawing, introducing the practical elements of machine design. The course includes further study and drawing practice of numerous examples including the following: stuffing boxes and packings, shafting and pulley drives, journals, couplings, keys and cotters, riveted joints, strength of bolts and nuts, lock nuts, templets and gauges, design of gears, relative speeds, materials used in gears, pipe and pipe connection design, classification of fits, expansion joints, hangers and bearings, belt horsepower, crossheads and guides, pistons and piston rods, eccentrics, materials used in construction of machines, patent office drawings. Two hours lecture and two hours laboratory per week. Half-course credit. (Fee: Half-course tuition fee plus full course laboratory fee.)

Day Division: Not given 1941-42.

Evening Division: Given every year.

MATHEMATICS**Mathematics 101. Algebra and Trigonometry**

(a) Algebra: Ratio; proportion; variation; arithmetic, harmonic and geometric progressions; theory of quadratics; permutations and combinations; the binomial theorem; graphical algebra. (b) Trigonometry: Definition of trigonometric functions; identities; functions of multiple angles; transformation of sums and differences of functions; solution of triangles by use of four-place logarithms; inverse trigonometric functions. (c) Tutorial: Supervised practice in the solution of problems in algebra and trigonometry. Two terms. Three hours per week.

Day and Evening Divisions. Given every year.

Mathematics 101A. Algebra, Geometry and Trigonometry (Advanced)

This course is given for students who have completed in high school intermediate mathematics (algebra, geometry and trigonometry), or the equivalent, and is not open to students who have taken Mathematics 101. (a) Algebra: Review of variation, theory of quadratics, permutations and combinations and the binomial theorem, and, in addition, partial fractions, complex quantities, logarithmic and exponential series and introduction to determinants. (b) Plane and Analytic Geometry: Continued study of plane geometry, and the analytic geometry of the straight line and circle, using both rectangular and polar co-ordinates. (c) Trigonometry: Review of sum and difference formulae and solution of triangles by logarithms, and, in addition, inverse trigonometrical functions, solution of equations, problems on heights and distances and DeMoivre's theorem. Two terms. Three-hours per week.

Day and Evening Divisions: Given every year.

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Mathematics 102. Mathematics of Finance

See the Social Sciences Division, page 60. (This course may not be taken for credit as a Natural Science.)

Mathematics 103. Statistical and Graphical Methods

The elementary principles of statistical method as applied in the scientific study and interpretation of economic and social phenomena. The course includes the study of averages, percentiles, measures of dispersion and central tendency, tabulation, frequency distribution, frequency curves, correlation, index numbers, graphical representation and classification, etc. One term. Three hours per week.

Day and Evening Divisions: Given every year. 2nd term.

Mathematics 104. Analytic Geometry

This course covers the analytic geometry of the straight line, circle, parabola, ellipse and hyperbola and curve tracing in both Cartesian and polar-coordinates. The use of determinants is introduced early in the course. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1942-43 and alternate years. 1st term. (every year)

Mathematics 105. Calculus

Subject matter: Constants, variables, definition of a continuous function; limits, the derivation of simple algebraic functions, differentiation of exponential, logarithmic, and transcendental functions; inverse trigonometric and hyperbolic functions; application of derivatives to physical problems, partial differentiation, integration, application of integration to areas, volumes and lengths of plane curves; applications to problems of physics and physical chemistry. Two terms. Three hours per week.

Day and Evening Divisions: Given every year. (New text for 1942-3)

Mathematics 106. Higher Algebra

This course is intended primarily for the student who wishes to prepare for advanced study in either pure or applied science. Subject matter: Partial fractions, probability, theory of equations, Taylor's theorem, the general cubic and biquadratic equations, complex quantities, determinants and elimination, convergence of infinite series, exponential and logarithmic series, limiting values of functions. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1942-43 and alternate years. 2nd term. (every year)

Mathematics 107. Differential Equations

For students who have completed Mathematics 105 or its equivalent. Subject matter: Differential equations of the first order, homogeneous equations, envelopes, singular solutions, the linear differential equation, complementary function, particular integrals, simultaneous differential equations, equations of the second order, Clairant's Form, Legendre's equation, Bessel's equation. Applications to problems of physical chemistry, dynamics and electricity. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years. 1st term. (not given 1942-43)

PHYSICS**Physics 101. Introduction to General Physics**

This course is intended primarily for students possessing little or no previous knowledge of physics. In general the field covered is the same as in Physics 102. The broad principles of the subject, and their daily usefulness, will be discussed. Two terms. Three hours per week. Laboratory, three hours per week.

Day and Evening Divisions: Given every year.

Physics 102. General Physics

This course provides a background for: (1) higher work in pure physics, (2) industrial applications in structural, mechanical and electrical engineering, (3) general understanding and appreciation of scientific literature. It will treat of: mechanics, molecular physics, magnetism, electricity, sound, heat, light, and their measurement and applications. Only students possessing a thorough pre-college training and an interest in physics are advised to take this course. (Not open to students who have taken Physics 101). Two terms. Three hours per week. Laboratory, three hours per week.

Day and Evening Divisions: Given every year.

Physics 103. Radio and Sound Reproduction

A practical course on the principles underlying sound reproduction and electrical communication. The following subjects are treated without resort to involved mathematics; Alternating current theory, vacuum tubes, radio receivers, test instruments, amplifiers, trouble shooting, photo electric devices, theatre sound systems, public address systems, inter-office communication equipment. Two terms. Half course credit. Three hours per week, laboratory and lectures.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Physics 104. Statics and Dynamics

A course giving a foundation for advanced study in dynamics. Subject matter: parallelogram of forces, couples, conditions for equilibrium of rigid bodies, friction, graphical methods, centre of gravity, kinematics, simple pendulum, compound pendulum, d'Alembert's principle and applications to motion of a rigid body, moments of inertia. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Physics 105. Electricity and Magnetism

Foundations of electrostatic and electromagnetic theory, electrical measurements, including use of post office box, precision potentiometer, standard resistance, simple A. C. bridge measurements, static characteristics of the tuode valve, and use of cathode ray oscilloscope. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Physics 106. Light (Optics)

This course is given especially for students desiring both a theoretical and practical knowledge of optics. Subject matter includes geometrical optics, Fermat's principle, dispersion, derivation of the lens formulae, cardinal points of a lens system, the phi-diagram, diffraction grating, spectrometer, spectroscope and elements of spectroscopy. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

Physics 107. Thermodynamics and Kinetic Theory

Kinetic theory of gases, transport phenomena, applications of kinetic theory to viscosity and conductivity, the two laws of thermodynamics, specific heats, isothermals and adiabatics. Carnot's cycle, entropy, the Carnot-Clausius equation, thermodynamics of a fluid, change of state. Van der Waal's equation. Mathematics 105 must be taken previously or concurrently. One term. Three hours per week. Laboratory, three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Physics 108. Radio Theory and Design

An advanced general radio course for students who have completed Physics 103 and Mathematics 101, or the equivalent. This course includes the theory and practical study of: Noise measurement, acoustics, television, frequency modulation systems, transmission networks, equalizers, speech filters, harmonic analysis, phase distortion, speech amplifier design, radio measurements, simple transmitter design, electronic control. Two terms. Half course credit. Three hours per week, laboratory and lectures.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Physics 109. Nuclear Physics

An historical approach to nuclear physics; the charge on the electron, determination of the ratio of charge to mass for the electron, photoelectric emission, thermionic emission, conduction of electricity through gases, positive rays and isotopes, the mass spectrograph; alpha, beta, and gamma rays, acceleration of ions, X-radiation, artificial transmutation. For students who have completed Mathematics 105 and any two of Physics 104, 105, 106, 107, or their equivalents. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years. 2nd term.

Physics 110. Electronics

An advanced course for third and fourth year students who have taken Mathematics 105, Physics 103 and Physics 105 or equivalent courses. Subject matter: Circuit transformations, A. C. bridge networks, network theorems, conduction of electricity through gases, diode, triode and multi-electrode vacuum tubes, R-C voltage and current amplifiers, inverse feedback, impedance and transformer coupling, oscillators, detectors and standard receiver and transmitter circuits, design and directional characteristics of antennas, theory of filters and attenuators. While lecture demonstrations are given, emphasis is placed on the theoretical aspects of the subject. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

TEXTILES**Textiles 101. Technology of Fibre**

This course includes the study of natural and artificial fibres, their origin, manufacture, chemical and physical properties; the effects of acids, alkalis, oxidizing agents, etc., on fibres, and the practical applications thereof; damage to textile fibres and its identification; identification of common textiles fibres. Two terms. Two hours per week. Half-course credit.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Textiles 102. General Dyeing

General dyeing is studied under the following headings: water, dyeing machinery, chemicals used in dyeing, dyestuffs considered from the point of view of their dyeing properties. Two terms. Two hours per week. Half-course credit.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Textiles 103. Finishing Operations and Dyestuffs Laboratory Methods

Subject matter includes: Printing of textiles, machines and methods, including thickeners, dyestuffs, and chemicals used in the printing trade; finishing of textiles, including machinery, methods, and chemicals used; laboratory methods of identification of dyestuffs in substance and on the fibre, also laboratory methods of testing dyestuffs. Two terms. Two hours per week. Half-course credit.

Day Division: Not given 1941-42.

Evening Division: Given every year.

See also: Fine Arts 111, Textile Construction and Design.

Text 104 Gen. Textile Dyeing.

PSYCHOLOGY**Psychology 101, 102, 103, 104, 105, 106, 107, 108**

(See the Social Sciences Division. Not more than one course in Psychology may be taken for credit as a Natural Science.)

THE HUMANITIES DIVISION**Humanities 101. General Course in the Humanities**

This pandemic course brings the student into immediate contact with as many as possible of the masterpieces of thought and art of our cultural ancestors. The humanities are concerned with man's attempts to understand and feel at home in the world through magic, religion and philosophy. They are also concerned with man's expression of fundamental meanings and values particularly in literature, music, and art. The student is encouraged to understand the historical and institutional setting from which a given body of art or literature came, or a particular school of thought developed. The principal emphasis, however, is on the intellectual, artistic and emotional values and implications. While all of the reading required in this course may be done in English, students who can do so are encouraged to read in other languages as well. The treatment is such that a given student may draw upon the subject-matter of his whole course, as well as from the content of this subject itself, in his preparation and study. Two terms. Three hours per week.

Day Division: Given every year.

Evening Division: 1941-42 and alternate years.

Text 111

Humanities 102. French-Canadian Life and Letters

A weekly seminar addressed by French-Canadian business and professional men and women, the purpose of which is to enable English-speaking students and members of the Faculty of the College to gain a first-hand introduction to the literature, art, music, philosophy and way of life of the French-Canadian. This seminar is intended primarily as a student-faculty extra-curricular activity, but in special cases is available to students for academic credit. In such cases a parallel programme of additional reading and reports is prescribed. One term. One hour per week. Periodic assignments.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

ENGLISH**English 100. English Language and Literature**

This course is designed for students whose secondary schooling has been in a language other than English and for whom, therefore, English is a secondary tongue. It attempts to provide sufficient facility in English to enable such students to study with profit in that language and to express themselves adequately. The course includes: (a) English grammar and idiom, (b) Composition and oral expression, (c) Introduction to the masterpieces of English literature, with selected readings from the best known authors. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

English 101A. English Composition

Advanced instruction in English composition with the purpose of enabling the student to express himself in a clear, natural and interesting way. Special attention is placed on the gathering and organization of material and on the choice of words. It is expected that this course will be completed in the first year, but provision is made for students who need additional coaching and practice to continue this study through the second year. Two terms (Four terms if necessary). One hour per week. Periodic assignments and individual consultation. (Half-course credit.)

Day and Evening Divisions: Given every year.

English 101B. Survey of English Literature

A survey is made of the development of English literature from the fourteenth century to the nineteenth. An intimate acquaintance with the work of important authors of various periods is acquired, as well as an understanding of literary history. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

English 102. English Literature of the Nineteenth and Twentieth Centuries

To provide an understanding and appreciation of the English literature of the twentieth century, its origins and trends, the work of this course includes a study of the important authors of the past hundred years. (This course is open only to students who have completed English 101B or the equivalent.) Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

English 103. American Literature

A detailed survey of the large body of American prose and poetry is the object of this course. In order to provide background, the course will commence at the early colonial period, but special study will be made of nineteenth and twentieth century writers. Attention will be paid to current trends in American literature, modern American journalism and the short story. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 2nd term.

English 104. Political, Economic and Social Literature

For students whose primary interest is in the social sciences, the course studies those literary works which, throughout the development of modern civilization, have contributed most to the advance of political, social and economic thought. A literary background is thus provided for the evaluation and appreciation of current writing in these fields. Students are advised to complete Social Science 101 or its equivalent before taking this course. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 1st term.

English 105. Readings in the Literature of Science

For students whose primary interest is in the natural sciences, this course aims at a study of those authors in English Literature who have dealt with scientific subjects. Many of the great literary figures of both past and present are included in this list, so that the literature of science provides not only an interesting field of study but an orientation into literature for the science student. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

English 106. Précis Writing, Commercial Correspondence and Reports

Advanced instruction in English composition for Science and Commerce students, concentrating particularly on those types of writing most likely to be required in business and in industry, including: précis and description, commercial and industrial reports, technical and scientific reports, business correspondence, and press reports. Rules of procedure at meetings, duties of a chairman, preparation of minutes, and drafting of resolutions also will be covered. One term. Three hours per week.

Day and Evening Divisions: Given every year. 2nd term.

English 107. Public Speaking and Oral Expression

See English 120, Public Speaking.

English 108. Shakespeare and the Elizabethan Drama

A general survey of the golden age of English drama, with a detailed study of the works of William Shakespeare. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 1st term.

English 109. Canadian Literature

This course provides for the study of Canadian prose and poetry written in English. A short survey is given of Canadian literature in the French language. Particular emphasis is placed on those writers who have contributed literature about the Province of Quebec; and to those who have attained international notice and repute. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 1st term.

English 110. World Literature—Classical and Medieval

Through the medium of the best English translations, this course attempts to give the student a clear knowledge and appreciation of the great masterworks of thought and expression that are an important part of his cultural heritage from the Ancient World and the Middle Ages. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

English 111. Contemporary English Literature

For those who have completed English 101B and 102 or the equivalent, and wish to make further study of twentieth century writers in the English language. Special attention is paid to the trends of modern literature as exemplified by the most recent publications. Students are given ample opportunity to study review methods and practice these both orally and in writing. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 2nd term.

English 112. Creative Writing

For advanced students with special interest and ability in written expression, instruction will be given in the various literary forms. Each student will be encouraged and assisted to develop the form of expression in which he shows most promise. Instruction will be individual in so far as this is possible. This course is limited to students who have demonstrated their ability to write during their first two or three years in college. One term. Hours arranged.

Day and Evening Divisions: Given every year. 1st term.

English 113. Advanced Study of Selected Period or Author

Fourth year students who have completed successfully English 101B and 102 or the equivalent, and who wish to make an advanced study of a selected period or author, will be admitted to this course. Two terms. Tutorial hours arranged.

Day and Evening Divisions: Given every year.

English 114. Byways in Literature

An exploration of many of the finer and more delightful lesser lights in the galaxy of English letters, past and present. A seminar course in which the material is selected by the student, and where the emphasis lies upon venturesome reading and reading for pleasure. For a limited number of advanced students, who may be enrolled for this course only with the instructor's approval. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 1st term.

English 115. World Literature—Modern

A course complementary to English 110, which attempts to extend the literary experience of the student beyond the confines of his mother tongue, and of those secondary languages which he is ordinarily able to learn. Through the medium of the best English translations, a study will be made of the outstanding literature of other modern languages, including the French, German, Russian, Italian, Spanish, and Scandinavian. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

English 116. Introduction to Modern Literature

This course attempts to develop greater interest in English literature by introducing the student to the outstanding writers of the present century and to earlier writers who have contributed literary works of permanent value to the world in which we live. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

English 120. Public Speaking

The aim of this course is to develop in the student the ability to express himself more effectively in every day life, as well as giving practice in speaking before groups of people. Extensive drill in outlining speech material for original and logical presentations. A study of the motivating forces in audiences, and methods of establishing contact between speaker and audience. Instruction in the preparation of speech material and constructive criticism of its delivery. Weekly practice in application of principles involved. One term. Three hours per week.

Day Division: Given every year. 1st term.

Evening Division: Given every year. 1st term ~~and 2nd term.~~

English 121. Short Story Writing

A practical course in the writing and marketing of short stories, together with a study of the general problems of writing fiction. Lecture, discussion, and criticism of written work. A critical analysis of current fiction. This course is open to any who, in the opinion of the instructor, are able to profit by it, regardless of their previous formal education. Students who have already taken English 101A, and English 101B, 102 or 116, or the equivalent, may take this course for credit. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 1st term.

English 122. Short Story Writing, Advanced Course

Students who have taken English 121 or its equivalent may enroll for a second term's study. More intensive seminar work, analysis of stories, and discussion of the student's writing problems. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 2nd term.

English 123. Public Speaking, Advanced

The course is intended to give further practice and experience to those who have had previous public speaking training, or who have had some public speaking experience and feel the need for further improvement. Besides a review of the basic principles of speech making, the course includes formal speeches, speeches on controversial subjects, debate speeches, political speeches, etc. Opportunity is given every student to obtain experience in each of the above, followed by personal criticism from the instructor. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 2nd term.

THE FINE ARTS**Fine Arts 101. The Understanding and Appreciation of Music**

To enable the student to understand and appreciate the great music of the world, and to develop taste and discrimination in music without the necessity of learning to play an instrument. The work of the course consists to a great extent in the actual hearing and analysis of the various types of music and composers, and in musically illustrated lectures and discussion. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Fine Arts 102. The Understanding and Appreciation of Art

The intelligent appreciation of art, based upon an intimate acquaintance with the great art of the world in the realm of sculpture, architecture and the pictorial arts, is the ultimate objective of this course. Actual study of the artistic masterpieces and of the work of various artists leads to an understanding of the fundamental principles of artistic expression. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 2nd term.

Fine Arts 103. Studio Course in Drawing and Painting

For undergraduate students who wish to acquire skills in drawing, sketching, water colour, oil, pastel, etching, etc., as part of their college programme, studio work is provided. As instruction is individual, this course may be taken by advanced students as well as by those who have had no previous instruction in art. As Fine Arts 103a, 103b, and 103c, this course may be taken for credit each year for as many as three years. (Partial or unit course students wishing to study art will register in the School of Art of the College. See separate announcement.) One or two terms. Six hours per week. Hours arranged.

Day and Evening Divisions: Given every year.

Fine Arts 104. The Theatre as a Reflection of the Life of its Time

Study of the development of theatrical production and the drama brings before the student the whole shifting scene of manners and customs, ideals and moral standards of the ages. This course traces the development of the theatre from the time of the Greek choric dance to the modern talking picture and legitimate stage, showing at each step how the culture of that age has been condensed and reflected in the vital and permanent art form of the theatre. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 2nd term.

Fine Arts 105. The Technique of Play Production

A study of the fundamental theories of the aesthetics of the theatre and their relationship to the arts contributing to production. Students will participate in a practical programme of productions which will entail work in acting, staging, voice production, pantomime, make-up, lighting and scenic design. Two plays will be enacted and staged by the students each year. Two terms. ~~Six hours per week.~~

Day Division: Not given 1941-42.

Evening Division: Given every year.

Fine Arts 106. Art in Daily Living

A practical study of art, taste, and beauty as they directly affect our daily environment. An attempt is made to reach satisfying values and to attain a fundamental knowledge of the principles whereby they may be brought to realization in the planning of our homes, personal costumes and accessories. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

Fine Arts 111. Textile Construction and Design

A course suitable for those employed, or preparing for employment in textile manufacturing or in any branch of the clothing industry. It includes the study of various methods of weave construction, fabric structure and analysis, and the production of colour patterns and designs. Two terms. Two hours per week. No course credit.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Textiles 111

FRENCH**French 101. French Language and Literature**

This course aims to give not merely advanced theoretical knowledge of French grammar and syntax, but actual ability in speaking and writing the language as well as a general study of the literature and history of France. As much as possible, instruction is given in French. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

French 102. Modern French Literature

(a) A more intimate acquaintance with French culture through a study of the literary thought of modern France, its origins and its nineteenth and twentieth century trends. (b) Composition: Advanced instruction in composition with the purpose of enabling the student to write the French language in a clear, correct and natural manner. Translation into French of moderately difficult English passages. Instruction will be conducted entirely in the French language. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

French 103. A Study of French Culture

This course treats of those elements which have contributed to, and form an integral part of, that distinctive thing which is recognized as French culture. It includes a study of the social philosophy and organization of medieval and modern France and French Canada, the art, music, drama, education, general mores and folkways of the various social groups, etc. All instruction and reading given in the French language. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: 1942-43 and alternate years.

French 105. Contemporary French Literature

A study of modern French drama, poetry, novel and newspaper writing. The course provides a complete survey of French literature in the twentieth century and its influence on the trend of the modern French social, political and economic life. Special attention is given to the study of modern French literary expression in comparison with the literary expression of other countries. All instruction and reading given in the French language. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

French 106. Composition, Public Speaking and Debating in the French Language

(a) Advanced instruction in French composition and creative writing. Such instruction will be given to enable students to write the French language in a correct and literary way, using chiefly as material the subject matter of lectures. Translation into French of advanced English literary passages. (b) Extensive drill in using the French language orally to develop ability in using the language in an intelligent way as a vehicle of expression on the platform. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

French 107. French Seminar in Oral and Written Expression

(a) Intense seminar work based on a study of the language used in contemporary French plays and novels. Analysis and discussion. (b) Discussions on the subject matter of class lectures on the trend of international political events. (c) Advanced French composition. Description, story writing, essays, criticism, newspaper editorials, etc. Two terms. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

GERMAN

German 101. Introductory Course in German Language

A beginner's course in the German language which is designed, in one year, to make the student conversant with the grammar, pronunciation and ordinary vocabulary of the language, able to read from the less difficult authors, and able to write simple essays and letters. Emphasis is placed upon learning to speak the language, as well as to read and write it. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

German 102. German Language and Introduction to Literature

Advanced instruction in the language and an introduction to German literature. Emphasis upon idiom and usage in conversation and composition. A survey is made of the classical and modern periods in German literature and of other phases of Germanic culture. Representative readings from the works of the great writers in each period. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

German 103. German Literature

Following the work of German 102, a more intensive study of the German writers of the classical and modern periods with a wider range of assigned readings in both poetry and prose. As much as possible, all lectures and class work are conducted in the German language and special conversational hours are arranged to cultivate fluency and style. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: 1942-43 and alternate years.

German 104. The German Classics

Correlated with a continued emphasis upon developing fluency in the use of the language, this course makes a detailed study of the German classics, particularly the works of Goethe and Schiller. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

German 105. Modern German Literature

A detailed study of modern German culture and the works of modern German authors, including novels, short stories and poetry. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

German 106. German Seminar in Oral and Written Expression

Intensive written and oral work for advanced students of the language. As basis for discussion, the reading of contemporary German novels and periodicals. Two terms. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

German 107. Scientific German

For students who have already taken German 101 or its equivalent. This course will deal particularly with the vocabulary and usage pertinent to the physical and social sciences, and provide further practice in written and oral expression. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

GREEK

Greek 101. Introductory Course in Greek

The purpose of this course is to enable a student, in one year, to gain an adequate knowledge of Greek grammar and syntax and to read simple passages of Greek quickly and accurately. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: Not given 1941-42.

Latin 101. Latin Composition and Classics

Advanced instruction in Latin prose composition and syntax with practice in sight translation. The course also includes translation and literary interpretation of prescribed selections from the Latin classics in poetry and prose. Two terms. Three hours per week.

Day and Evening Division: Given every year.

Latin 102. Latin Literature

The purpose of this course is to provide students, interested in the subject, with a wider and deeper knowledge of the Roman people, their history, life and literature, by the reading of selected works of the best known Latin writers of the Late Roman Republic and the Early Roman Empire. Two terms. Three hours per week.

Day and Evening Divisions: 1942-43 and alternate years.

PHILOSOPHY

Philosophy 101. Introduction to Philosophy

A study of the leading types of philosophic conception; materialism, idealism, realism, pragmatism, rationalism, empiricism, monism, dualism; and of the problems and methods of philosophy, relating them to and distinguishing them from other kinds of human interest and activity, such as science and religion. The aim of the course is to aid students in the construction of a tenable world-view for themselves. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Philosophy 102. Great Philosophers, Ancient and Modern

This course aims to make the student conscious of his own intellectual heritage by means of a first-hand acquaintance with the thought of those philosophers, from Plato to the present day, who have been most influential in the moulding of the Western mind. It will also illuminate the character of philosophic problems by showing how they persist through a variety of forms, and are restated from age to age. Readings, lectures and discussions. Two terms. Three hours per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1942-43 and alternate years.

Philosophy 103. Philosophy of Education

See Education 101.

Philosophy 104. Philosophy of Education, Advanced Course

See Education 102, Adult Education.

Philosophy 105. Social and Political Philosophy

A study of the origins and development of social and political ideals which are current in the world today. The historical approach is used to provide a sound basis for the understanding of the ideologies of the twentieth century, particularly proletarianism, totalitarianism and democracy, and their implications for the individual and for society. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Philosophy 106. Logic and Scientific Method

Consideration of the scope of logic, the doctrine of terms and propositions, mediate and immediate inferences and other types of argument, the nature of induction, methods of explanation, the fallacies which occur in reasoning, and the relationship of logic to philosophy and science. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

Philosophy 107. Philosophy of Ethics

Consideration of the problems of human conduct from the standpoint of morality, the psychology of ethics, theories of the moral standard, the objectivity of moral values, personality and freedom, rights and duties, with particular emphasis upon the social application of moral principles. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

SPANISH**Spanish 101. Introduction to the Spanish Language**

A beginner's course in the Spanish language, which is designed in one year to make the student conversant with the main grammatical principles, pronunciation and ordinary vocabulary of the language. Practice is given in reading, writing and conversation, particular emphasis being placed on oral work. In the second term classes are conducted as far as possible in Spanish. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Spanish 102. Spanish Language and Literature

In this course conversation and reading are continued and more work is offered in translation and composition. Included also are readings from Spanish literature, designed to aid in the development of effective expression in the language. As far as possible all classes are conducted in Spanish. Two terms. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year.

Spanish 103. Spanish Literature and Latin American Culture

Latin
An intensive study of the authors of the Golden Age of Spanish literature. A survey of the culture of the more important countries of South America. Translation, composition and essay-writing of an advanced character. Ample opportunity will be given for conversational practice and self-expression in the language, to which particular importance is attached. All lectures will be conducted in Spanish. Two terms. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years.

THE SOCIAL SCIENCES DIVISION**Social Science 101. General Course in the Social Sciences**

This pandemic course has the same point of view and objectives with regard to the social sciences as Natural Science 101 has regarding the physical sciences. An attempt is made to enable the student to view contemporary society objectively by giving him an understanding of the origins and development of modern civilization. The student is encouraged to develop his thinking about the society in which he lives and his part in that society. The subject matter of the course is drawn from selections of the classical works on man's economic and social life as well as from modern sources and includes an integration of evidence from the fields of anthropology, sociology, psychology, history, economics, political science and social philosophy. As one of the problems of contemporary society, marriage, home-making and sex education are studied. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

ACCOUNTANCY**Accountancy 101. Principles and Practice of Accountancy**

An introductory course in accountancy in which are presented the fundamental principles of the subject with particular emphasis upon the application of those principles through modern bookkeeping procedure. It includes practical treatment of debit and credit, account technique and ledger proof, business papers, books of original entry, ledger subdivision and control, adjusting and closing the books, partnership accounting, and the preparation of financial statements. Two terms. Four hours per week.

Day and Evening Divisions: Given every year.

Accountancy 102. Advanced Accountancy

An advanced course in accountancy for students who have completed Commerce 101 or its equivalent. It is designed to provide increased facility in the application of accounting principles to the more complex phases of commercial activity, with emphasis upon the analytic methods and interpretative processes of the science. It covers accounting procedure relative to corporations, tangible and intangible fixed assets, sinking and other funds and related reserves, depreciation methods, consignment and instalment sales, long-term liabilities, and the preparation and analysis of financial statements. Two terms. Four hours per week.

Day and Evening Divisions: Given every year.

Accountancy 103. Cost Accounting

An advanced course in accountancy for students who have completed Commerce 101 and 102 or the equivalent. Designed to provide the student with a working knowledge of cost analysis, it covers the procedure required in accounting for material, labor, and manufacturing expense costs and includes a comprehensive outline of specific order, process and standard cost systems. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: Given every year.

Accountancy 104. Auditing

A course on the theory and practice of auditing, covering the basic principles of balance sheet, cash, detailed and continuous audits, special investigations; adequacy of internal check systems; methods of verification of all types of assets and liabilities; valuation reserves; legal requirements. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 2nd term.

COMMERCE

Commerce 105. Business Administration and Scientific Management

A course in the science of business, designed to serve as an introduction to studies in the fields of commerce, including: origin, growth and classification of business organizations; single proprietorship, partnership, joint stock company, public and private corporations; office management, wage systems, costing, purchasing, selling, advertising, time study, analysis and comparison of financial statements, etc. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Commerce 106. Commercial Law

A general survey of the law relating to business and commerce, including study of the law of obligations with special reference to contracts in general; lease and hire and the rights and obligations of landlords and tenants; forms of sale and the duties and liabilities of vendor and purchaser; wills and successions; mandate or agency; forms of partnership and the rights and obligations of partners; loans; civil procedure. Reference is made in all cases to the law of the Province of Quebec. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: Given every year. 1st term.

Commerce 107. Advertising

This course explains the basic principles involved in creating advertisements and in carrying on complete advertising campaigns. Stress is placed upon the actual writing of copy and designing of lay-outs for various advertising media, an understanding of the processes of photo-engraving, the appreciation of advertising art, and a basic knowledge of advertising agency practice. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: Given every year. 1st term.

Commerce 108. Commercial Law (Advanced)

This course continues the survey commenced in Commerce 106, dealing with (a) Bills of exchange—negotiable instruments, particularly cheques, promissory notes and drafts, (b) Corporations—the Dominion and Quebec Companies Acts are compared and applied to various companies. Companies are traced from their inception to final production, and the duties of the various members are examined in detail, (c) Insurance—a study of the law regarding the operation of the various insurance companies in the Province of Quebec, the various forms of insurance and the rights and obligations of the parties thereto, (d) A working knowledge of the Bankruptcy Act, the Bank Act and the Income Tax Act, (e) Carriers and transportation, (f) Copyright, patents and trade marks. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: Given every year. 2nd term.

Commerce 109. Transportation and Traffic

Following a brief general study of the economics and history of transportation, this course will deal with the details of transportation and traffic management in Canada, including: types of transportation service, rates and classifications, regional traffic problems and their relation to economic geography, shipping principles and routine, etc. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 1st term.

Commerce 110. Marketing and Merchandising

A general study of modern methods of wholesale and retail distribution, sales organization and promotion, price policies and economic value, market analysis and advertising, purchasing, the relation of these to production. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 2nd term.

Commerce 111. Advertising (Advanced)

This course is open to students who have completed the course Commerce 107 or have an equivalent working knowledge of the theory and practice of advertising. Topics treated include: advanced study of the construction and styles of advertising copy; direct mail advertising; direct mail copy; format, lay-out and printing of mailing pieces; organization and execution of direct mail campaigns; house organs. Lectures, discussion, assignments, and criticism by the instructor. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: Given every year. 2nd term.

Commerce 113. Company Secretarial Practice

Duties of the secretary of a limited company, including his statutory duties under the companies' acts, books and records to be kept, business problems to be faced, issuance of shares, and payment of dividends, preparation of governmental reports, and meetings of directors and shareholders. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 2nd term.

Commerce 114. Credits and Collections

A practical course designed to explain phases of credit and financing apart from banking and corporation finance; it deals with both wholesale and retail credit and co-relates the subject thoroughly with such other fields as economics, commercial law and accountancy. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: Given every year. 1st term.

Commerce 115. Investment Analysis

The theory of investment from the standpoint of the investor. Includes treatment of investment objectives, investment institutions, evaluation of sources of information and counsel, media of investment, methods of analyzing risks and returns, and the formulation of appropriate investment policies for individuals and institutions. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years. 1st term.

Commerce 116. Corporation Finance

This course deals with the administrative and managerial problems of financing business enterprises. Includes problems of organization, promotion, securing of capital through issuance of securities, capitalization, cash control and budgeting, dividend policies, financial ratios, reorganization, consolidation and related issues. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years. 2nd term.

Commerce 117. Risk and Risk-bearing *Insurance*

An analysis of the outstanding problems of business insecurity, (a) by surveying the risks of modern industry, (b) by studying the existing risk-bearing processes and structures, and (c) by evaluating the effectiveness of these risk-bearing processes and structures. The point of view of the individual business unit, as well as that of the business system as a whole, will be considered. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42. *2nd term*

Commerce 118. Purchasing

A course in the practical problems of purchasing and the purchasing agent in business and industry. Programme of lectures, readings, reports and investigations, planned with the cooperation and assistance of the Purchasing Agents Association of Montreal. One term. Three hours per week.

Day Division: Not given 1941-42.

Evening Division: 1941-42 and alternate years. 1st term. *1st term*

Commerce 119. Legal Documents and Procedures

This course provides training in the procedure peculiar to a legal or notarial office. Instruction is given in the routine drafting of the legal forms necessary for actions, defences, injunctions, interdictions, contracts, notarial deeds and documents, etc., and practice in stenography, using legal terms, also is provided. Practical work is done in the Court House and the Archives. One term. Three hours per week. Periodic field trips.

Day Division: 1942-43 and yearly. 2nd term.

Evening Division: Not given 1941-42.

Commerce 121. Stenography

A course in shorthand writing, using the Pitman system, designed, in two years, to enable the student to take dictation quickly and accurately and to transcribe it efficiently. The course is divided into two parts: Commerce 121a, Shorthand Theory, and Commerce 121b, Stenographic Practice and Transcription, one part to be taken in each of the two years. (This course is open only to undergraduates in the Faculty of Arts, Science and Commerce. Other students wishing to follow similar studies will register in the Business School of the College. See separate announcement.) Two terms. Three hours per week. Half-course credit for each part.

Day and Evening Divisions: Given every year.

Commerce 122. Typewriting

A course in touch typewriting which may be taken alone, or coordinated with Commerce 121, Stenography. This course is designed, in two years, to enable the student to understand the most common makes of typewriters and to operate them accurately, quickly and efficiently. The course is divided into two parts: Commerce 122a, Typewriting Method, and Commerce 122b, Typewriting Practice and Speed, one part to be taken in each of the two years. (This course is open only to undergraduates in the Faculty of Arts, Science and Commerce. Other students wishing to follow similar studies will register in the Business School of the College. See separate announcement.) Two terms. Three hours per week. Half-course credit for each part.

Day and Evening Divisions: Given every year.

ECONOMICS**Economics 101. Economic Problems of Contemporary Society**

A study of society from the economic point of view, this course makes its approach through the analysis of actual current problems in this area. By means of the study of such vital questions as: the distribution and exchange of wealth; the organization of trade and industry; finance, banking, international exchange, and the money market; labor problems; public finance and governmental systems; economic depressions, and their causes and effects; etc.; the student is enabled to arrive at some fundamental principles of the modern industrial system and to establish a sufficient background for his own thinking on economic questions. (Undergraduates are advised to take Social Science 101 prior to or concurrently with Economics 101.) Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Economics 102. Evolution of Modern Economic Society

This course deals with the historical development of modern industrial society out of medieval folk society. Attention is given to the various changes in agriculture, industry and commerce by which the basis for modern economic life was laid. The main emphasis is upon major trends and their causal interrelationships and the integration of social, economic, political and ideological elements. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

Economics 103. Political Theory and Modern Governments

See Political Science 101.

Economics 104. Economic Geography

This course deals with the way in which geographic conditions influence, and have influenced, the products, the occupations, and the ways of life of the various peoples of the world, and provides an understanding of the natural resources of the world, and the geographical factors which affect their exploitation, transportation and use in the satisfaction of wants. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Economics 105. Economics and Politics of Canada

A survey of Canada's federal, provincial and municipal governmental institutions, its economic resources and organization, its culture and its people, provides the background for an intensive consideration of present problems in all these areas of our national life. Two terms. Three hours per week.

Day and Evening Divisions: 1941-42 and alternate years.

Economics 106. International Economic Relations

This course deals with the theory of international values, the mechanism of adjustment of international balances, foreign exchange theory, the international aspects of monetary and banking theory, and tariff theory. A survey is also made, with particular reference to Canada, of the international aspects of the economic policies and activities of governments, including such topics as: commercial treaties, colonial policies, international capital investments, control of raw materials, economic factors in war and diplomacy. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Commerce 123. Office Management

Economics 107. Industrial Legislation and Labour Problems

A study of employment problems, conditions and hours of work, wages, immigration, female and child labour, labour organizations, trade unionism, industrial and social legislation, and unemployment, and their effects on capital, labour, and society. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Economics 108. Financial Organization, Money and Banking

A practical course in the modern financial structure and its technical details including such topics as: credit instruments, money and currency, foreign exchange, the corporation, capital, securities, banking, insurance, trust companies, public finance and taxation, etc. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Economics 109. History of Economic Thought

A brief survey of the whole field of economic thought and a more intensive study of the "classical school" of British economists, whose doctrines are studied in relation to the problems and discussions of today. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Economics 110. Consumer Economics

A study of economics from the point of view of the consumer and purchaser, including such phases of the subject as: the consumption of wealth, retail price and production cost, establishment and control of standards, consumer testing and buying aids, housing and community planning, household economics and family income, cooperative buying and other types of organized purchasing. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

EDUCATION**Education 101. Philosophy of Education**

A seminar course for advanced students, on the philosophy of education. The development of educational theory will be studied, and particular attention will be given to the educational movements and philosophers of the twentieth century. The aim of this course will be to assist the student to develop an orientation and integration of his own education, as well as to provide a background of educational theory for those who may be preparing for professional work as social agency or Association secretaries. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: Not given 1941-42.

Education 102. Adult Education

Further study of the theory of education, with particular emphasis upon the education of adults. Attention is given to the history, principles and methods of group work and adult education, both formal and informal. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: Not given 1941-42.

Education 103. Principles of Religious Education

In this course are considered the basic concepts underlying an educational approach to religion with particular reference to the teaching of Jesus as fundamental. An attempt is made to develop the major theses of the course out of the experiences of the class members. This course and the following are suitable for teachers, Christian Association secretaries, group leaders, etc. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: Not given 1941-42.

Education 104. Curriculum and Practice in Religious Education

The major questions of method in religious education are dealt with. Contrasts between divergent theories of the curriculum are discussed as well as various aspects of character development. Types of learning and activity as related to character and personality growth are considered at length. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: Not given 1941-42.

See also: Psychology 103, Educational and Vocational Guidance.

Psychology 105, Psychology of Education.

HISTORY**History 101. History of Early Civilization**

The aim of this course is to give the student a vital appreciation and understanding of the story of early mankind so far as it is known at present. Emphasis is placed on the gradual emergence of history from the prehistoric cultures. Hebrew, Egyptian, Babylonian and other ancient cultures are dealt with at some length. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

History 102. History of the Ancient World

The work of this course concentrates upon the classical periods of Greece and Rome. The contribution of these peoples to modern civilization is emphasized. One term. Three-hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

History 103. Medieval and Modern European History

This course deals with the general history of Europe from the break-up of the Roman Empire to the present day, including a study of developments since the World War. Throughout this course emphasis is placed upon the origins in history of various elements in the present political, social and economic situation in Europe. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

History 104. History of Canada

An opportunity is provided in this course to study the history of Canada from the discovery of America by Europeans to the present day. Through a knowledge of the evolution of Canadian political, social and economic institutions, the student is led to analyse more adequately the present problems of the nation. Two terms. Three hours per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1942-43 and alternate years.

History 105. History of the Americas

This course covers the political, social, and economic history of all countries on the two American continents. The object is to study the development of each with special reference to their interdependence. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: 1941-42 and alternate years.

MATHEMATICS**Mathematics 102. Mathematics of Finance**

A specialized course which includes those sections of higher mathematics which are of most practical use in commerce, industry and finance. Subject matter treated includes: Commission, brokerage, stocks and bonds, annuities, compound interest, progressions, proportion, discount, capitalization, sinking fund and amortization, depreciation, probability, insurance, investment calculations, etc. One term. Three hours per week.

Day and Evening Divisions: Given every year. 1st term.

Mathematics 103. Statistical and Graphical Methods

The elementary principles of statistical method as applied in the scientific study and interpretation of economic and social phenomena. The course includes the study of averages, percentiles, measures of dispersion and central tendency, tabulation, frequency distribution, frequency curves, correlation, index numbers, graphical representation and classification, etc. One term. Three hours per week.

Day and Evening Divisions: Given every year. 2nd term.

PHILOSOPHY**Philosophy 105. Social and Political Philosophy****Philosophy 107. Philosophy of Ethics**

(See the Humanities Division. These particular courses in Philosophy may be taken for credit as Social Sciences.)

POLITICAL SCIENCE**Political Science 101. Political Theory and Modern Governments**

A study will be made of the nature of the state and its development; the position of individuals in society, their rights and relationships; the dependence or independence of the unit in the group, and the conflicting claims of various organizations within the state. The origin and development of democracies, the rise of dictatorship since the War of 1914-18, the underlying ideas of modern politics and the processes of government in the chief countries of the world will be dealt with. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 1st term.

Evening Division: 1941-42 and alternate years. 1st term.

Political Science 102. International Political Relations

This course will deal with such topics as: the rise of the Western state system; national sovereignty and international law; balance of power, diplomacy, nationalism and imperialism, the settlement of international disputes, public international organizations, patriotism, the politics of power, war and peace. Through lectures and class discussions the student will gain some knowledge of the complex pattern of international relations which will serve as a basis for evaluating current events in modern society. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: 1941-42 and alternate years. 2nd term.

Political Science 103. Elements of Law

An introduction to law as it affects the ordinary citizen. A general survey of the growth and primary principles of civil, criminal and international law, together with a study of the concepts of human justice and social responsibility. (For commercial law, see Commerce 106-108.) One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Political Science 104. Problems of Public Administration

A study of the practical problems and methods of government approached from the point of view of the citizen and the voter. While particular attention is paid to local civic government, the course includes a study of the details of provincial and federal administration and public finance. The relationship of the routine of public administration to political and social theory is also discussed. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

See also: Philosophy 105, Social and Political Philosophy.

PSYCHOLOGY**Psychology 101. A General Study of Mind and Behaviour**

The purpose of this course is the development of an adequate understanding of human behaviour and experience. The work includes a study of the sense organs and nervous system, perception, learning, memory, motivation and the basic urges, emotional reactions, personality development, adjustment and integration, abnormal personality, mental abilities and aptitudes, and the application of psychological findings to the problems and activities of everyday life. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Psychology 102. Advanced General Psychology

This course makes a more detailed study of general, physiological and comparative psychology. The work includes discussion of the various schools of psychological thought, the development of mind and behaviour in animals and children, individual differences, both normal and abnormal, and the theory, construction, administration and interpretation of mental tests. Two terms. Three hours per week. Laboratory hours arranged.

Day Division: 1942-43 and alternate years.

Evening Division: 1941-42 and alternate years.

Psychology 103. Educational and Vocational Guidance

A course in the theory, principles and practice of scientific guidance in education and in industry. Detailed study and practical work in the techniques of analysing abilities, aptitudes, traits and interests, and in the methods of personality adjustment, self-discovery, orientation and re-education of the whole person, which are the heart of the guidance process. Two terms. Three hours per week. Laboratory hours arranged.

Day Division: 1941-42 and alternate years.

Evening Division: Not given 1941-42.

Psychology 104. Psychology in Industry and Commerce

A specialized course in the psychology of business and industry, and the application of its principles to such matters as: efficiency, employee selection and placement, personnel policy and problems, advertising, public relations, personal adjustment, etc. One term. Three hours per week. Laboratory hours arranged.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: Not given 1941-42.

Psychology 105. Psychology of Education

A seminar course for advanced students, on the psychology of education, both formal and informal. In this course students will consider not only the teaching of skills and information, but also the broader problems of education as the full growth and adjustment of persons in society. One term. Three hours per week.

Day Division: 1942-43 and alternate years. 2nd term.

Evening Division: Not given 1941-42.

Psychology 106. Social Psychology

A study of the individual in his socio-psychological environment, the cultural and hereditary determinants of behaviour, the uniformities and variations among human beings, sex and race differences as determined by cultural patterns, social interaction, attitudes, stereotypes, propaganda, and race prejudice. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 1st term.

Evening Division: 1942-43 and alternate years. 1st term.

Psychology 107. Personality and Mental Hygiene

The course deals with the nature of personality, the correlation of mental characteristics with physical traits, bodily form and expressive movements, the analysis of intellect, temperament and character, the integration and development of personality and its relation to the patterns of culture, the problem of types, personality tests, rating scales and inventories. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Psychology 108. Psychology and Crime

A specialized course in the application of psychology to problems of legal procedure, crime and punishment. The course includes the study of the psychology of the judge, the jury, the witness, the police and the criminal. Discussion of the social and psychological factors contributing to crime and delinquency, and consideration of the various penal methods also is included. One term. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: Not given 1941-42.

SOCIOLOGY**Sociology 102. Modern Sociological Problems**

This course attempts to give the student a scientific approach to the origins, growth and development of modern society. Social forces and processes are studied with a view to understanding the forms and institutions which give permanence to our social structure. Attempts are made through actual contacts with institutions, social problems and field workers to make the course as realistic as possible. Two terms. Three hours per week.

Day and Evening Divisions: Given every year.

Sociology 103. Social Disorganization and Social Therapy

This course examines the causes, nature and effects of various disruptive factors in present-day society, with special emphasis upon personal, family and community disorganization, and surveys the work and function of social welfare organizations and institutions designed to correct these conditions of individual and social maladjustment. Two terms. Three hours per week.

Day Division: 1941-42 and alternate years.

Evening Division: Not given 1941-42.

Sociology 104. Anthropology and Social Origins

The general purpose of this course is to enable the student to interpret modern social life in terms of its origins in primitive cultures. A study of the evidence of archaeology, physical and cultural anthropology, ethnology and folklore. One term. Three hours per week.

Day Division: 1941-42 and alternate years. 2nd term.

Evening Division: 1942-43 and alternate years. 2nd term.

Sociology 105. Social Movements and Institutions

The nature and functions of the institutions and social movements comprising modern society. Particular emphasis is placed on the forms evolved by these institutions to meet the particular problems and needs of the urban community. Two terms. Three hours per week.

Day Division: 1942-43 and alternate years.

Evening Division: 1941-42 and alternate years.

Sociology 106. The Modern Community

This course analyzes the nature of the community, the ecological patterning, the social forces and processes which determine physical and social change in a modern urban community. An intensive study is made of pathological problems of the urban area, e.g., poverty, housing, unemployment, the slum, the broken home, delinquency areas, with actual contacts with these conditions. Also included is a study of the forms of social control at work in these areas. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

Sociology 107. The Family

This course aims to study the family in primitive and historic society. A study is made of the effects of the industrial revolution in relation to the evolution of the modern family, the dominant trends in the forms and functions of the modern family, comparative analyses of trends in various countries, urban-rural comparison, problems of the modern family (desertion, divorce, separations), forms of marriage, and probable direction of changes in the family of the future. One term. Three hours per week.

Day and Evening Divisions: Not given 1941-42.

Sociology 108. Character Building Agencies and Group Work

A series of three courses (Sociology 108a, 108b and 108c) in the practical aspects of the work of the Christian associations and allied institutions. Such topics as leadership training, boys' clubs, community groups, physical education, camping, business administration and work with military forces, are dealt with. An attempt is made to make these courses as practical as possible by use of the resources of the Y.M.C.A. and other agencies in Montreal. These three courses are given in rotation, one each year, so that an individual may take them all in any three-year period. They should be taken by undergraduates only in conjunction with other courses in the social sciences and are required in order to qualify for the Diploma in Association Science. Two terms. Three hours a week. Half-course credit for each course.

Day Division: Sociology 108a—1941-42 and every third year.
Sociology 108b—1942-43 and every third year.
Sociology 108c—1943-44 and every third year.

Evening Division: Not given 1941-42.

See also: Psychology 106, Social Psychology.
Psychology 108, Psychology and Crime.

* Phil'y. Y.M.C.A.
Hortus - org'n.
* Edm. & financing
Military work.
Boys' work
Cm. wk.

INDEX

	Page
Accountancy.....	30, 53
Administration, Officers of.....	5
Admission to the Faculty of Arts, Science and Commerce.....	16
Adult Education.....	13, 58
Advanced standing, Application for.....	18
Advancement and examinations.....	19
Advertising.....	54, 55
Aims of the College.....	11
Anthropology.....	63
Art.....	48
Arts, Curriculum for degree of Bachelor of Arts.....	26
Arts, Curriculum for diploma of Associate in Arts.....	28
Associate diploma.....	10, 28
Association Science, Diploma in.....	10, 30, 64
Astronomy.....	35
Athletics.....	12
Bachelor's degree.....	10, 26
Biology.....	35
Bookstore.....	22
Business Secretary.....	33
Calendar.....	4
Camp Otoreke, college week.....	14
Captain's Chapel.....	15
Certificate of Credit.....	10
Certificates, diplomas and degrees.....	10
Certified General Accountant examinations.....	30
Chapel.....	15
Chemistry.....	36
Classification of Students.....	16
Co-education.....	11
Commerce Courses.....	54
Commerce, Curriculum for degree of Bachelor of Science (Commerce).....	27
Commerce, Curriculum for diploma of Associate in Commerce.....	29
Commercial law.....	54
Contents, Table of.....	3
Courses, extra.....	22
Course selections in first two years.....	31
Courses of study.....	25
Curricula:	
Associate in Arts.....	28
Associate in Commerce.....	29
Associate in Science.....	28
Bachelor of Arts.....	26
Bachelor of Science.....	26
Bachelor of Science (Commerce).....	27
Special programmes of study.....	29
Deferred payments.....	24
Degree of Bachelor.....	10, 26
Degrees, diplomas and certificates.....	10
Diplomas of Associate.....	10, 28
Diploma in Association Science.....	10, 30, 64
Diplomas, degrees and certificates.....	10
Divisions of the Faculty of Arts, Science and Commerce.....	25
Drama, Courses.....	48
Drama, The Playmakers' Workshop.....	14

	Page
Draughting.....	38
Drawing, mechanical.....	38
Drawing and painting.....	48
Economics.....	57
Education, Courses in.....	58
English.....	44
Enrollment.....	10, 22
Entrance requirements.....	16
Evening division.....	13
Examinations and advancement.....	19
Extension Course Certificate.....	10
Extra courses.....	22
Extra-curricular activities.....	13
Facilities of the College.....	14
Faculty Council.....	6
Fees.....	23
Fine Arts.....	14, 47
First and second year courses.....	31
First Year induction programme.....	12
French.....	49
General Accountants Association.....	30
General statement.....	10
Genetics.....	36
Geology.....	35
German.....	50
Governors, Board of.....	5
Graduate faculties and university professional schools, Recommendation to.....	29
Greek.....	51
Guidance, Student.....	12
Gymnasium.....	15
Health Programme.....	12
High School of Sir George Williams College.....	17
Historical statement.....	2
History.....	59
Humanities, general course.....	43
Humanities division.....	25, 43
Induction programme.....	12
Instruction, Officers of.....	6
Junior Seminar.....	12
Laboratories.....	14
Latin.....	51
Law, Commercial.....	54, 56
Law, see Political Science.....	61
Legal secretary.....	33
Length of courses.....	13
Librarians.....	9
Library.....	15
Mathematics.....	39, 60
Matriculation into the Faculty.....	16
Matriculation, Senior.....	29

	Page
Mechanical drawing.....	38
Medical secretary.....	32
Military training.....	14
Music.....	14, 47
Natural Science, general course.....	35
Natural Sciences division.....	25, 35
Office of the College.....	22
Otoreke, Camp.....	14
Outlines of subjects.....	34 to 64
Painting and drawing.....	48
Partial course students.....	10, 13, 16, 17, 23, 34
Payments.....	23
Philosophy.....	51
Physics.....	41
Physiology.....	36
Playmakers' Workshop.....	14
Political Science.....	60
Prizes and scholarships.....	20
Professional schools and graduate faculties, Recommendation to.....	29
Psychology.....	61
Public speaking.....	47
Radio.....	41, 42
Recommendation to graduate faculties and university professional schools.....	29
Registration.....	22
Religious education.....	59
Residence.....	16
Scholarships and prizes.....	20
Science, Curriculum for degree of Bachelor of Science.....	26
Science, Curriculum for diploma of Associate in Science.....	28
Secretarial training.....	30, 32, 33
Selection of courses.....	31
Seminar, Junior.....	12
Senior matriculation.....	29
Social Science, general course.....	53
Social Sciences division.....	25, 53
Sociology.....	62
Spanish.....	52
Special programmes of study.....	29
Statistical and graphical method.....	40, 60
Stenography.....	56
Student guidance.....	12
Student organizations.....	13
Subjects.....	34 to 64
Supplemental examinations.....	20
Swimming Pool.....	15
Textiles.....	30, 32, 43, 48
Timetables of instruction.....	18
Typewriting.....	56
Withdrawal and refund.....	24
Women students.....	11
Y.M.C.A. Secretaryship training.....	10, 30, 64
Zoology.....	36